

# DYSLEXIA PROTOCOL

## for HAN University of Applied Sciences

<i>Subject</i>	<i>Dyslexia protocol</i>
<i>Executive Board decision no.</i>	<i>2020/1704</i>
<i>Participation Council consent</i>	<i>10-7-2020</i>
<i>Adopted on</i>	<i>10-7-2020</i>

### Preamble

The Dyslexia Protocol ('the Protocol') was first adopted in October 2007 and included in the HAN policy plan on 'Studying with a chronic illness/disability.' The Protocol sets out which facilities dyslexic students are entitled to use at HAN, and how students should apply for these facilities. This Protocol is the version that was updated in January 2013 and March 2017. The exact number of dyslexic students who study at HAN is not known, but real estimates come out at around 2-3 % of the student population.

### Article 1 Basic principles

1. A dyslexic student who asks the degree course to make specific adjustments in relation to their dyslexia must submit an official dyslexia diagnosis.
2. An dyslexia diagnosis is valid if it is issued by a certified expert.
3. Diagnoses issued by other professional practitioners or statements that are of questionable validity must be verified by an certified expert.
4. The dyslexia diagnosis should state the obstacles that the student encounters in their education and the adjustments that are desirable in this context.
5. A dyslexia diagnosis has an unlimited validity. Once someone is diagnosed as dyslexic, they will always be dyslexic (Netherlands Dyslexia Foundation).
6. A student with dyslexia indicates whether they wish to use the facilities offered by HAN.

### Article 2 Facilities

1. In all HAN degree courses, students with an approved dyslexia diagnosis are eligible for:
  - extended exam time (25% of the exam time); and
  - exams provided in A3 format.
2. In some cases, students may ask for additional forms of support. The dyslexia diagnosis has to include indications to this effect. The board of examiners (or the dean of the relevant school) decides whether such provisions can indeed be made.
3. As extra support, students can also make use of aids such as the reading pen, the Daisy player or a text-to-speech program (such as Kurzweil or ReadSpeaker). Students who are interested in using Kurzweil can contact the HAN ServiceDesk. Kurzweil can also be used at home. All exams offices have one or more laptops with Kurzweil installed as an aid for exams.

### Article 3 Procedure

1. If a student wishes to make use of the above-mentioned facilities, they must present their dyslexia diagnosis to the study coach at the start of the academic year.<sup>1</sup>
2. The study coach examines whether the diagnosis meets the set criteria.
3. In the case of an approved diagnosis, the study coach will agree with the student which HAN facilities for students with dyslexia the student will use. The study coach records this agreement in the student's file in the form of a study contract.
4. The study coach discusses with the student which further steps the student should take in order to be able to use the allocated facilities in practice.
5. If the student asks for additional facilities, the study coach will discuss with the student the procedure for requesting these from the board of examiners or the dean.
6. If the dyslexia diagnosis is insufficient, the study coach will refer the student to a certified expert, or to the student counsellor for additional information.

<sup>1</sup> The **study coach** can also be a (senior) career advisor. Other names are sometimes used, such as (senior) study career coach, student coach, study advisor, study coach task team, learning team coach or study coach coordinator.

7. The agreements about the facilities apply in principle for the entire duration of the degree course.

**Article 4 Dyslexia test**

1. A student who wishes to be tested for dyslexia is referred to a certified expert.
2. If there is any doubt about the validity of a dyslexia diagnosis, the student concerned is referred to a certified expert.

**Article 5 Certified expert**

1. A person is deemed to be an expert on dyslexia testing if, in addition to having a university degree, they have specialised knowledge in the field of learning disabilities, educational hindrances and psychodiagnostics, and who, for example, works as a child or youth psychologist, a remedial teacher-generalist or a healthcare psychologist.  
A student may apply for a dyslexia test with any certified expert. The cost of this (often expensive) test is to be borne by the student.

**Article 6 Financial support**

1. The student counsellor will help the student search for internal (HAN) or external sources of financial support to cover the costs of purchasing supplementary tools.
2. If a student incurs a study delay as a result of dyslexia, they can apply for an additional one-year performance-related student grant from DUO. Students can approach the student counsellor for more information on this.

**Further information**

For more information, also see [www.han.nl/insite/studiesucces](http://www.han.nl/insite/studiesucces).

A lot of information about dyslexia is available at the website of the Netherlands Dyslexia Foundation ([www.stichtingdyslexienederland.nl](http://www.stichtingdyslexienederland.nl)).