## INSTITUTIONAL INFORMATION FOR STUDENTS WITH DISABILITIES ENTERING HIGHER EDUCATION

## <u>Universities</u>

	University of Cape Town			
Department	Contact Details	Services Offered	Disabilities	
Name			Catered for	
University of Cape Town Disability Service  https://www.uct.ac.za/services/disability/	Telephone Numbers:  (021-650 2427) (021-650 5089) (021-650 5088) (021-650 2737)  Email addresses:	General and Administrative enquiries     General enquiries & Registering with the Disability Service     Designated disabled parking     Dayhouse for students with disabilities  Access Solutions     Mobility training and specialized campus orientation     Accessible residential assistance     Access solutions to inaccessible venues	Not specified	
	Sibu.Zulu@uct.ac .za  Edwina.Konghot	<ul> <li>Fully accessible transport between Residences and lectures</li> <li>Assistance at Graduation ceremonies</li> </ul>		
	@uct.ac.za  Nafisa.Mayat@uc t.ac.za  Denise.Oldham@ uct.ac.za	<ul> <li>Advocacy</li> <li>Advocacy and counselling on disability issues</li> <li>Prospective Students, Orientation</li> <li>Disability bursary applications</li> <li>Advocacy events &amp; Resource centre: literature relating to disability studies / disability research</li> <li>Liason with SRC and Disabled Students Movement</li> </ul>		

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<u>Ma</u>	argie.leRoux@	Teaching and Learning Support	
Tru	udie.Theunisse	<ul> <li>Access to study material in alternative formats (braille, audio, electronic text), to Assistive Technology and Assistive Furniture</li> <li>Scribing &amp; notetaker support</li> <li>Student Volunteers Support</li> </ul>	
Off	fice Location:	Team  Disability Service Computer lab Test and Exam Accommodations	
Ro	oom 4.03, Level		
4	,	Learning Disability Support & Extra	
Ste	eve Biko	Time	
Stı	udents Union	You will first need to make an	
Bu	ıilding, Upper	appointment at Reception for	
	ampus	<ul> <li>Extra Time Applications</li> <li>Accommodations around tests and exams</li> <li>Counselling</li> </ul>	
		Sign Language Interpreter	
		<ul> <li>Sign language interpreting in lectures &amp; at UCT events</li> </ul>	

	University of the Free State				
Department Name	Contact Details	Services Offered	Disabilities Catered for		

l luit fou	Talanhana	Coordinates and facilitates in	Not one office
Unit for	<u>Telephone</u>	Coordinates and facilitates in	Not specified
Students with	numbers:	cooperation with other role-	
Disabilities		players on campus to assist	
		students to gain access to:	
	(0)51 401 9348	- Study courses	
http://supports		- Inaccessible buildings	
ervices.ufs.ac.		- Learning material	
za/content.asp	(0)51 401 2741	- Residences	
x?DCode=466	(0)01 401 2741	- Sporting activities	
<u>&amp;DivCode=Z0</u>		- South African Sign Language	
<u>6</u>	(0)=4 404 04=0	interpreter or lip-speaking	
	(0)51 401 9472	services	
		- Classrooms	
		- Computer facilities	
	(0)51 401 2351	- Specialised exam and test	
		venue for alternative test and	
		exam procedures	
	(0)51 401 3095	- Possible bursaries & loans	
	(0)31 401 3093		
		• Includes in its support service:	
		- the option of writing	
		tests/exams with an	
	Email addragaes	Amanuensis.	
	Email addresses:	- extra time according to their	
		specific impairment.	
		- arrangement of tutor support for students.	
	MirandaMH@ufs.		
	ac.za	- providing an accessible	
		computer lab and text enlargers	
		to study, read and write tests/exams.	
	Bothal@ufs.ac.za		
		- assistance with making	
		arrangements to obtain	
	\/orotorA@::fc.c=	alternative furniture and adapted hardware.	
	VorsterA@ufs.ac.	- providing transcriptions of	
	<u>za</u>	academic and/or university	
		related material for UFS	
		students in alternative formats –	
	SisingME@ufs.ac	Braille; large print; e-text and	
	<u>.za</u>	audio.	
		dadio.	
	MotsamaiF@ufs.a		
	c.za		

	University of Johannesburg			
Department Name	Contact Details	Services Offered	Disabilities Catered for	
Office for People with Disabilities (PwD)  http://www.uj.a c.za/en/Teachi ngAndLearnin g/ads/adc/Psy CaD/English/o	Telephone numbers: 011 559 3745 011 559 2178	This Office is concerned with the academic, technological, psycho-social and psychological support of students with disabilities. It is the aim of the Office to provide equal opportunities for students with disabilities.	Visual disabilities     Physical disabilities     Hearing disabilities     Emotional/ psychological disabilities	
pwd/Pages/Off iceforPeoplewi thDisabilities.a spx	Email addresses:  ashmoren@uj.ac. za wmupaku@uj.ac. za	Services to students with disabilities include:  • Registration of students with disabilities in order to liaise with their faculties for various concessions; • Provision and maintenance of assistive technologies for students with disabilities; • Keeping abreast with changes in assistive		
		technologies and to acquire these for the Office: People with		

	Disabilities for use by students;  Psycho-educational assessments of students applying for test and examination concessions; Provision of psychotherapeutic and counselling support. Facilitation of the DoL bursary Provision of assistance with residence placement	
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	University of KwaZulu-Natal			
Department Name	Contact Details	Services Offered	Disabilities Catered for	
Assistance for Students with Disabilities  http://applications.ukzn.ac.za/Services-to-our-Students/disabilty.aspx	Telephone numbers:  Howard College Tel: (0) 31 260 3070 (0) 31 260 3140	Developing and facilitating a wide range of services for support of disabled students eg. academic support, accommodation, finance, access etc.	Not specified	
	Pietermaritzburg Tel: (0) 33 260 5213 (0) 33 260 5233  Westville Tel: (0) 31 260 7706	For more information contact the University		

(0)	31 260 7888	
Edg	gewood Tel: 31 260 3665	
(0)	31 260 3665	

University of Limpopo			
Department Name	Contact Details	Services Offered	Disabilities Catered for
Disabled Student Unit  http://www.ul.a c.za/index.php ?Entity=Disabl ed%20Student %20Unit	Telephone numbers:  015 268 2464  015 268 2495  015 268 2533	<ul> <li>Orientation and Mobility</li> <li>The DSU offers orientation and mobility training to new students to familiarise them with the new surroundings and to encourage free and independent movement.</li> <li>Computer Training Facilities</li> </ul>	Visual impairments Physical impairments
	Email addresses:  konem@ul.ac.za  pauschiatm@ul.a c.za  ramongenec@ul. ac.za	All students with disabilities are offered basic computer lessons to develop essential skills for using adaptive technology. Computers with voice interface for blind students are also available for typing out assignments or surfing the internet.  • Low Vision Reading Room  Partially sighted students have access to print by means of reading equipment that enlarges print to required size.	
		Braille Printing	

Braille printers are made available to blind students to transcribe print into Braille at a price determined by the DSU from time to time. The DSU also provides Braille services to individuals, schools and organizations from the surroundings areas at a price determined by the Unit.

#### Braille and Audio Library Services

Braille and Audio books and journals are purchased and loaned out to students.

 Students have to pay for brailling of their reading materials

Books required by students but not available in the library, are obtained from other libraries through Inter-Library loans.

#### Assistive Devices

Assistive devices such as taperecorders, type-writers and Perkins Braillers are also loaned out to students. Students who break or lose the assistive devices borrowed from the DSU, will have to replace or pay for them. Failure to comply will lead to amount to the value of the assistive device debited to the student's account and results withheld until payment or replacement is made.

#### Photocopying facilities

Photocopying is done for students at a price determined by the DSU from time to time.

	wide range of services for support of disabled students eg. academic support, accommodation, finance, access etc.	
	Extra time to complete exams and tests depending on the degree of disability.     Format of the reading materials to be provided.     Special seating arrangements for tests and examinations.     Use of assistive devices for exam purposes.	•

## Nelson Mandela Metropolitan University

Department Name	Contact Details	Services Offered	Disabilities Catered for
http://disability .nmmu.ac.za/	Telephone numbers:  021 959 2299/3586  Email addresses:	<ul> <li>Establishing reasonable accommodations and support systems;</li> <li>Increasing awareness about and advocating for persons with disability;</li> <li>Increasing awareness of the abilities of persons with disabilities amongst staff and students, thus providing persons with disability with an equal opportunity to participate fully in all aspects of student/staff life at NMMU.</li> </ul>	Not specified

eabrahams@uw	C
.ac.za	

#### **Disability Support Services**

- Confidential consultation sessions
- Assistance/advice on Assistive devices
- Awareness and advocacy workshop and information sessions on all campuses
- A link to Support Organizations/NGO's and networks relevant to your disability
- Training on assistive hardware and software

## Facilities available to Students:

- Co-ordinating the placement into accessible student housing (availability limited)
- Volunteer Buddies
- Accessible transport
   (available in and around
   campus). Please Note:
   Limited to those who
   cannot comfortably
   access the formal
   NMMU shuttle service.
   Bookings are essential
   and subject to
   registration with the
   DSU.
- Magnification software
- Reasonable accommodation
- Portable magnification devices
- Digital recorders

#### **Adaptive Technology**

NMMU has computer stations on campus with adaptive technology software installed on them. Such technology includes Zoomtext, HAL and WYNN. Such computer stations are located in:

General computer Labs

- Library computer stations located on the ground floor of each library
- Disability Services Unit (0009, Ground floor, MB, South campus)

#### **Alternative print format:**

- enlarged print /copies (from the faculty or placed on module sites of NMMU's website)
- E-books (selected formats available or can be obtained)

#### Alternative testing services:

- Separate testing venues (arranged by faculty during tests and located at the Heinz Bets building during formal examinations)
- scribes
- use of computers

   (arranged by Faculty and or in conjunction with the DSU)
- additional time concessions

## Assistive listening devices (FM Systems)

 Portable devices available from the DSU
 Portable devices available from the DSU such as magnification devices, digital recorders

#### **Further support services**

- Classroom relocations (where practical and possible)
- Early/Priority registration (via Faculty officers)
- Library and Lab assistants (arranged via the Disability Services Unit)
- Note-taking (arranged via the Disability

	Services Unit and or Faculty)  Disability Parking (for further information, please see our page on Campus Accessibility)  Voluntary Buddies under the <i>In Our Shoes</i> volunteer programme, who render services such as scribing, library assistance, acting as sighted guide, scanning, note-taking, digital recording of lectures, mentoring support  Accessible transportation  The DSU offers accessible transportation in an adapted kombi which transports students in and around the campuses. Such service is not available to transport students to and from their homes.  Restroom  A day rest room is available for students who need a rest break in between classes. This room is located at the DSU, 0009, Ground floor, Main Building.	
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University of Pretoria			
Department Name	Contact Details	Services Offered	Disabilities Catered for

Student Support: Unit for Students with Special Needs  http://web.up. ac.za/Default. asp?ipkCateg oryID=7704&s ubid=7704	Telephone Numbers:  012 420 2582  012 420 4281  012 420 4002	<ul> <li>Providing study material in workable format</li> <li>Liaising with Departments and Faculties</li> <li>Arranging special placement in wheelchair-friendly residences</li> <li>Organising awareness weeks as part of advocacy</li> <li>Addressing any other problems and needs that students may experience</li> </ul>
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Stellenbosch University			
Department Name	Contact Details	Services Offered	Disabilities Catered for
Office for Students with Special Learning Needs	Telephone numbers: 021 808 4707	<ul> <li>Creating awareness about diverse learning needs and disabilities among all staff and students on campus;</li> <li>Providing and expanding the use of appropriate assistive technology;</li> <li>Facilitating access to the</li> </ul>	Not specified
http://www0.su n.ac.za/studen tesake/disabilit y.php?lang=en g	021 808 3675 021 808 2127	physical environment on campus;  • Proactive advocacy in order to inspire changed mindsets;  • Ongoing research and development of our	
	021 808 2531 021 808 2235/9037	services;  Offering organisational support to Dis-Maties;  Enabling the effective integration of students with special learning needs through holistic support (academic,	

Email addresses:  cleophas@sun.ac .za  mwillems@sun.ac .za  meagans@sun.ac .za  phlouw@sun.ac.z a  jlo@sun.ac.za  wwb2@sun.ac.za	adaptation, social and psychological);  • Facilitating of adapted assessments and curricula for optimal learning to take place; and  • Through consultative support to staff in order to provide effective learning environments for students with special learning needs	
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# Department Name Contact Details Services Offered Disabilities Catered for

Students with	Telephone	Student Support and	Not specified
Disabilities	numbers:	Administration	
http://www.uni sa.ac.za/Defa ult.asp?Cmd= ViewContent& ContentID=26 707	012 429 6923/ 6924/ 6540/ 3829/ 8668/ 6050/ 2607 or 012 441 5470/ 5471	<ul> <li>Registering Students with disabilities</li> <li>Producing study material in alternative formats</li> <li>Providing academic support interventions</li> <li>Transcribing assignments and exam scripts</li> <li>Providing sign language interpretation services</li> <li>Advocacy and Training</li> </ul>	
	Email addresses:  nkunapj@unisa.a c.za  motseme@unisa. ac.za	<ul> <li>Implementing train-the-trainer programmes</li> <li>Commissioning/Conducting research</li> <li>Implementing Community Outreach programmes</li> <li>What services can students with disabilities receive from ARCSWiD?</li> </ul>	
		<ol> <li>Referrals to career and counseling services</li> <li>Assistance in completing application forms during registration</li> <li>Assistance with fee reduction applications</li> <li>Assistance in motivating for assistive devices and access technology equipment</li> <li>Study guides and tutorial letters in either Braille, large-print, electronic or audio formats</li> <li>Electronic versions of prescribed books obtained on request from publishers</li> <li>Interventions with academic departments</li> <li>Advice on assistive devices and access technology</li> <li>Sign Language Interpretation services for deaf students</li> </ol>	

10. Orientation and Mobility	
assistance for blind and	
partially-sighted students	
11. Advice on low-vision	
devices for partially-	
sighted students	
12. Referrals to relevant	
service providers and	
civil society	
organizations	
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<ol><li>13. Referrals to the Library</li></ol>	
Disability Workgroup for	
recommended textbooks	
in electronic format	

University of Venda			
Department Name	Contact Details	Services Offered	Disabilities Catered for
Office for Univen Disability Unit  http://www.uni ven.ac.za/ind ex.php?Entity =Univen%20 Disability%20 Unit	Telephone numbers: 041 504 2562	<ul> <li>Provide training in adapted technology for students thus fostering their independence.</li> <li>Provision of technical academic support for the visually impaired students such as brailing and scanning of learning materials, tests and examinations.</li> <li>Building advocacy for purposes of enhancing physical access for students who are physically challenged.</li> <li>Co-ordinate/facilitate training for staff and students in basic Braille and South African sign Language.</li> <li>Ensure academic accommodation for</li> </ul>	<ul> <li>Visual</li> <li>Hearing</li> <li>Physical</li> <li>Speech impairments</li> <li>Chronic illnesses (e.g. diabetes, epilepsy)</li> <li>Painful conditions (e.g. back injuries &amp; carpal tunnel syndrome)</li> <li>Psychologica I disabilities (e.g. bipolar disorder &amp; severe</li> </ul>

students with	anxiety/depr
documented learning disabilities.	ession)
disabilities.	<ul> <li>Temporary</li> </ul>
Co-ordinate	disabilities
rehabilitative services for students with fine-	(e.g. broken
motor problems with	limbs) may request
relevant professionals	services for
both within and outside	the period
the university.	during which
<ul> <li>Update data for students</li> </ul>	they require
with documented	them.
disabilities.	
Co-ordinate special	
library services for	
visually impaired	
students.	
<ul> <li>Establish linkages with</li> </ul>	
business, industry,	
government and educational institutions	
for purposes of graduate	
placement and	
experiential learning.	
<ul> <li>Orientation and Mobility</li> </ul>	
Training	
Braille printing	
Sports and Recreation	
Individual programme	
planning	
Conducting research	

University of Western Cape			
Department Name	Contact Details	Services Offered	Disabilities Catered for
Office for Students with Disabilities, Institute for	Telephone numbers:	Contact Office for Students with Disabilities, Institute for Counselling for more details	Not specified
Counselling	041 504 2562		
http://www.uw c.ac.za/Stude nts/SD/CSSS/ Pages/Office- for-Students-	041 504 4756		
with- Disabilities.as px	Email addresses:		
	ruth.sauls@nmmu .ac.za		
	Sheri- Ann.Pietersen @nmmu.ac.za		

University of the Witwatersrand			
Department Name	Contact Details	Services Offered	Disabilities Catered for
Disability Unit <a href="http://www.wits">http://www.wits</a>	Telephone numbers:	DU enjoys the services of the following staff members:	Visual impairments Physical
.ac.za/disabled students	(011)717-9153	A Head who manages     the department and is     actively involved in many	impairments • Hearing impairments

(011)717-9151

(011)717-9152

(011)717-9157

#### Email addresses:

duncan.yates@wi ts.ac.za

anlia.pretorius@w its.ac.za

alfred.tlou@wits.a c.za

andrew.sam@wit s.ac.za

- disability groups/forums in South Africa
- An IT Specialist who maintains the DU network, computer centres and equipment and also provides computer training and support to students using this medium of study
- A Maths Tutor who
   assists blind students
   studying foundation
   maths, when they do not
   have the required level of
   High School math, and
   makes math or math content courses
   accessible in electronic
   and tactile format
- A Learning Disability
   Coordinator who assists
   students with learning
   impairments by
   developing various study
   and time management
   programs to assist
   students academically
- A South African Sign Language Interpreter who interprets for deaf students during lectures
- A Secretary and Test & Exams officer who oversees all matters related to tests and exams
- A Wits Education Campus (WEC) Administrative Officer who oversees matters at WEC
- A team of editors who are responsible for conversion of course material into an electronic format
- Campus Health and Wellness Centre - an onsite medical facility providing students with well-being and healthrelated services.
   Applications for extratime are made to this unit

- Learning impairments
- Psychologic al impairments
- Speech impairments
- Chronic illnesses & painful conditions
- Seizure disorders
- Students
   with
   temporary
   disabilities
   (e.g. broken
   limbs) may
   request
   services for
   the period
   during which
   they are
   disabled.

Counselling and Careers Development Unit - providing a vast array of services related to personal and career development, such as, personal therapy, graduate recruitment programmes, workplace skills and career assessments. Students are advised to undergo career assessments/counselling before making a career decision Sports Administration encourages students with disabilities to participate in sports, providing them with an enriched university experience The Financial Aid & Scholarships Office assists students in their application for such aid The Office of Residence Life offers students with disabilities a range of accommodation options The Student Development Office focuses on holistic student development The Wits Writing Centre helps students improve their writing skills

### **Universities of Technology**

	Cape Penins	sula of Technology	
Department Name	Contact Details	Services Offered	Disabilities Catered for

Disability Unit	Telephone	The unit performs a number of	1. Dyslexia
http://www.cput.ac. za/services/disabili	Numbers:	functions from registering students to assisting them during exams. The supportive	2. Visually impaired
<u>ty</u>	021 959 6964	environment offers a number of resources like:	3. Blind students
	021 460 9071	wheelchair friendly desks	4. Physically challenged
	021 953 8438	special computer software for dyslexia	3
	Emails addresses:	3. magnifiers for the visually impaired students and Braille embossers for blind students	
	disabilityunit@cput .ac.za devosd@cput.ac.z a	4. Special large font keyboards– for visually impaired students (in yellow and black, or black and white keyboards)	
	fortuinli@cput.ac.z a	5. Digital recorders– for students with physical challenges to enable them to	
		record lectures and write notes at a later stage and at their own pace.	

	Central Unive	ersity of Technology	
Department Name	Contact Details	Services Offered	Disabilities Catered for

Unit for Students	<u>Telephone</u>	1. Advice on any issues related	1. Blind/partially
with Special Needs	Numbers:	to disability	sighted students
http://www.cut.ac.z	051 507 3978	Counselling for students with disabilities	2. Physically handicapped
a/centre-for- teaching-and-	051 507 3335	Assistance for students who need extra	
learning/#special needs	051 507 3704	time during tests and	
	051 507 3444	examination	
		Software for blind/partially sighted	
	Emails addresses:	students	
	ksebolai@cut.ac.za	5. Access to the campus for	
	nventer@cut.ac.za	physically	
	jbosch@cut.ac.za	handicapped students	
	bvdmerwe@cut.ac. za	6. Information to lecturing staff regarding the	
		needs of disabled students	

	Tshwane Univ	ersity of Technology	
Department Name	Contact Details	Services Offered	Disabilities Catered for

Disability Centre	Telephone Numbers:	Advice on reasonable accommodation	Visual impaired
http://www.tut.ac.za	012 382 4130	with respect to assistance, and extra time	2. Blind students
/Students/studentd ev/disability/Pages/	012 382 9863	for tests and exams.	
<u>default.aspx</u>	012 382 0620	Consulting these students	
	013 653 3109	and link them	
	015 287 0753	to specific services and	
	013 745 3527	resources	
		available at TUT.	
		3. Access to specialised computer	
	Email addresses:	equipment that make it possible for our	
	masonjj@tut.ac.za	students with visual impairments to do	
	ramokgadidls@tut. ac.za	their assignments and use the Internet.	
	lumadite@tut.ac.za elsem@tut.ac.za	Conversion of study material into	
	mmolana@tut.ac.z	electronic or Braille format.	
	a BuysC@tut.ac.za	Facilitating tests and exams     (in	
		collaboration with academic departments	
		and the Exam Department) for students	
		with visual impairment who have to use	
		specialised computer equipment.	
		6. Support to lecturers and staff on issues	

	relating to the accommodation of disabled	
	students in their academic programmes.	
	7. Assistance to students via advocacy and	
	appropriate liaison with the relevant	
	departments concerning matters of	
	reasonable accommodation (residence	
	accommodation, transport matters, class	
	accessibility, etc.).	

# Vaal University of Technology

Department Name	Contact Details	Services Offered	Disabilities
			Catered to
Student Support	Telephone	1. Disability support	Not specified
Services	Numbers:		
		2. Concession applications	
	016 950 9829		
		3. Assessment of students with	
http://www.vut.ac.z		learning	
a/index.php/current			
-students/student-		disabilities	
support-			
services/departmen			
ts/student-health-a-			
wellness/units/stud			
		There is a range of support	
ent-counseling-		available to students with	
and-			
support/services		disabilities. Student Counselling	
		and Support (SCS) provides:	
		. Degistration of students	
		Registration of students  with disabilities to essist	
		with disabilities to assist	

in liaising with faculties for test and examination concessions  Consultative and counselling support for students with disabilities  Psycho-educational assessments of students applying for test and examination concessions  Facilitation of the Department of Labour (DoL) bursary  Asistance with residence placement  Keeping abreast of changes in assistive technologies and acquiring these for students with disabilities  Advocacy and advice on issues related to disabilities  Resource Centre: literature and material relating to disability research and support is available to students with disabilities. Material may be taken out on loan.  Physical access: a wheelchair guide map of campus is available Text conversion, including text conversion
including text conversion into electronic format, is available.

	Univers	ity of Zululand	
Department Name	Contact Details	Services Offered	Disabilities Catered to
Office for Student with Disabilities	Switchboard – Main Campus: 035 902 6000	The University of Zululand has broadened its mission and scope toward becoming more inclusive and toward ensuring the protection of the	Not specified

	Constitutional rights of students with disabilities. The University through the student support services strives to ensure that students with disabilities have positive experiences of tertiary life. Support services for students with different abilities include assessing the needs of the students and designing responsive programmes.
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