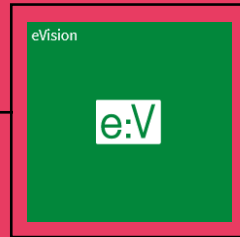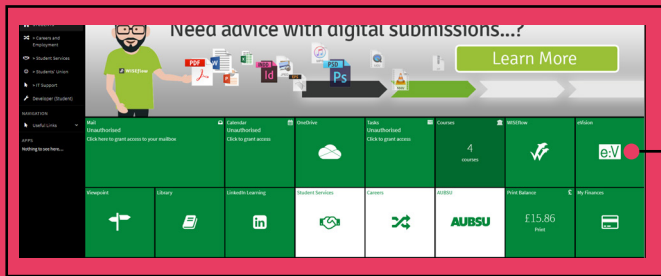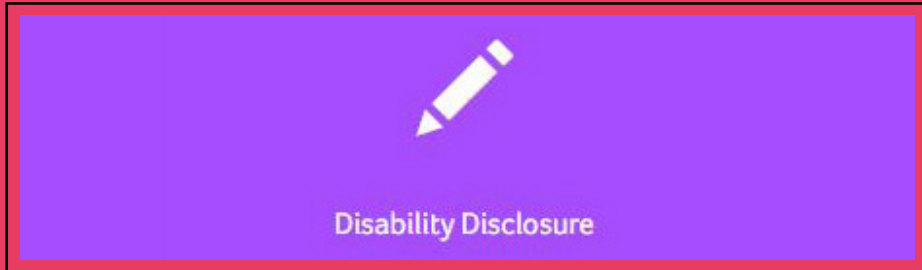# How to disclose a disability online
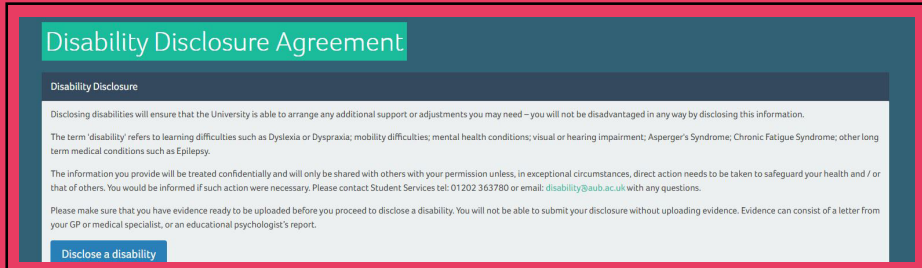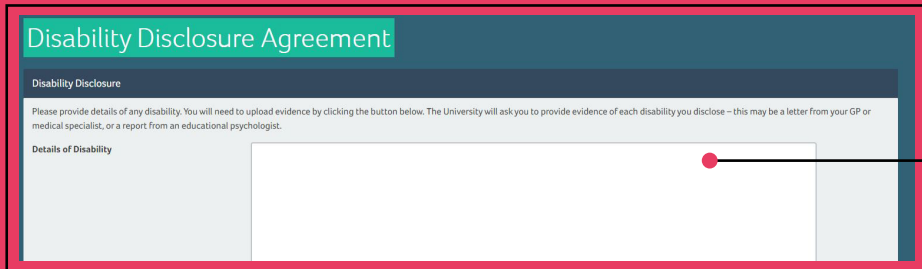
Log in to the MyAUB/MyApplication home page and click on the tile marked 'eVision'

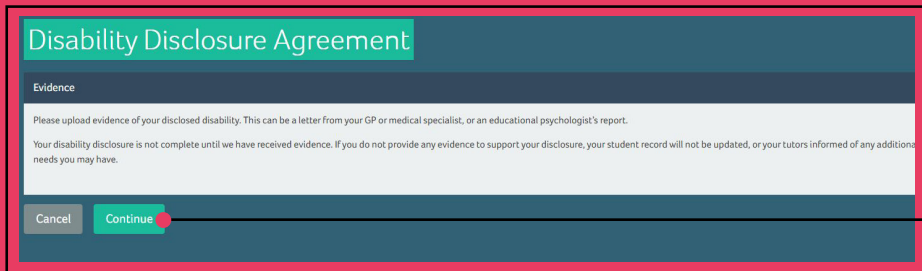Then click on the tile marked 'Disability Disclosure'

Disability Disclosure Agreement

Disability Disclosure

Disclosing disabilities will ensure that the University is able to arrange any additional support or adjustments you may need – you will not be disadvantaged in any way by disclosing this information.

The term 'disability' refers to learning difficulties such as Dyslexia or Dyspraxia; mobility difficulties; mental health conditions; visual or hearing impairment; Asperger's Syndrome; Chronic Fatigue Syndrome; other long term medical conditions such as Epilepsy.

The information you provide will be treated confidentially and will only be shared with others with your permission unless, in exceptional circumstances, direct action needs to be taken to safeguard your health and / or that of others. You would be informed if such action were necessary. Please contact Student Services tel: 01202 363780 or email: disability@aub.ac.uk with any questions.

Please make sure that you have evidence ready to be uploaded before you proceed to disclose a disability. You will not be able to submit your disclosure without uploading evidence. Evidence can consist of a letter from your GP or medical specialist, or an educational psychologist's report.

Disclose a disability

Clicking on the tile to disclose a disability will take you to the details screen.

Disability Disclosure Agreement

Disability Disclosure

Please provide details of any disability. You will need to upload evidence by clicking the button below. The University will ask you to provide evidence of each disability you disclose – this may be a letter from your GP or medical specialist, or a report from an educational psychologist.

Details of Disability

Give a brief description of your disability. Check that the boxes below show who you would like the information shared with. Then click 'submit'.

Disability Disclosure Agreement

Evidence

Please upload evidence of your disclosed disability. This can be a letter from your GP or medical specialist, or an educational psychologist's report.

Your disability disclosure is not complete until we have received evidence. If you do not provide any evidence to support your disclosure, your student record will not be updated, or your tutors informed of any additional needs you may have.

Cancel   Continue

The confirmation screen asks you to provide evidence of your disability once you click 'continue'.

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Click 'Browse My Computer' and find the relevant file of evidence.

Choose a name for the file and then click the green upload button. The screen will display a percentage until fully uploaded. Then click the blue 'Review' button when finished uploading.

Click the 'Submit Disclosure' button when complete, having reviewed the disclosure text.

The confirmation screen will show the name of documents uploaded, along with your sharing instructions and accompanying disclosure text.

Disability Disclosure Agreement

Disability Disclosure

File uploader

Please attach the evidence of your disability disclosure.

| Browse My Computer | Upload |

Browse or drag document, then give your document a name and press Upload

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File Status   Awaiting Upload

File Name *   Student disclosure

Please upload your evidence document(s) and review your disability disclosure before submitting. The University will ask you to provide evidence of each disability you disclose – this may be a letter from your GP or medical specialist, or a report from an educational psychologist.

Review

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Disclosure text

New 20/Jul/2021 Information can be shared with: Student services, Library, Course team, Halls staff, Other appropriate staff
asdasd

Submit Disclosure

Quit

Disability Disclosure Agreement

Disability Disclosure Status ( ) - Evidence received

Thank you for disclosing your disability to the AUB and for providing evidence. We are currently processing your disability disclosure.

Once we have written our recommendations they will be made available here for you to review. You will be notified via email when the recommendations are available.

After a review period of 7 days, our recommendations will be marked as ready to be shared, unless you contact us with comments at which point the review period will be extended. Our recommendations will only be made available to those that you have stated we can share this information with in your disclosure, and only for the period you are enrolled at the AUB.

Previously Uploaded documents:

Student disclosure (248KB)

Your disability disclosure submitted on 20/Jul/2021:

Information can be shared with:
Student services, Library, Course team, Halls staff, Other appropriate staff

asdasd

Exit