



Working with a Study Support Assistant

Reasonable adjustment

Macquarie University's Accessibility Service offers study support assistance to students who are unable to physically participate in their practical and tutorial activities due to a disability. This adjustment is recommended by the student's Disability Assessment Advisor and is re-assessed for each unit of study.

Study support assistants are employed to support a student for a particular unit of study. Each semester, the Accessibility team will work with the relevant disability adjustment liaison to engage a study support assistant and provide information on the student's specific needs.

Study support assistants may be required to attend practical, tutorial and workshop classes and provide further assistance out of class where appropriate to complete classroom activities.

WHAT TO EXPECT

- Your study support assistant(s) will be confirmed via your university email. Please contact the Accessibility Service if you have not heard from a disability adjustment liaison officer by the start of Week 2 OR after two weeks of receiving your IEAP.
- Your disability adviser will provide you and your study support assistant with information outlining the number of support hours you have been allocated and the type of assistance that you require. If this is incorrect or incomplete, please contact your disability adviser as soon as possible.
- In class, your study support assistant will aide you in physical tasks at your instruction. To make the most of your support, it's important to engage with the study support assistant and discuss your needs.
- Out of class, you may need physical assistance completing workbooks or reports. Please contact your disability adviser if this support has not been addressed.

PLEASE NOTE:

- If you are unable to attend your registered class, you should notify the Accessibility Service on (02) 9850 7497 or email disability.adjustments@mq.edu.au.
- The Accessibility Service will endeavour to contact you as soon as possible if your study support assistant is unable to attend.
- If the study support assistant is more than 10 mins late, please contact the Accessibility Service on (02) 9850 7497 or email disability.adjustments@mq.edu.au.

STUDENTS ARE RESPONSIBLE FOR:

- Students should enrol and register in classes in a timely manner, in order to give adequate time for the Disability Adjustment Liaison Officer to recruit a suitable person. Late enrolments and changes of class time may result in delays in support.
- Students should attend and be prepared for their registered class.
- Students should communicate to their Disability Assessment Adviser if the assistance is no longer required.
- Students are to arrange a carer if personal care or assistance travelling is required. Study support assistants are unable to perform personal care tasks.

STUDY SUPPORT ASSISTANTS ARE RESPONSIBLE FOR:

- To attend student classes, to notify the Accessibility Service in a timely manner if unable to attend.
- To be attentive to student instructions.
- Perform tasks as directed by the student.

FIND OUT MORE

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