

ASSESSMENT VENUE

Newcastle University
King's Gate
Barras Bridge
NEWCASTLE UPON TYNE
NE1 7RU

E-mail: Assessments@ncl.ac.uk
Tel: 0191 203 3799

When making an appointment at University Centre for Assessments at Newcastle (UCAN), please let us know if you have any special requirements. If you should find that you are unable to keep the appointment, please let us know as soon as possible so that we can offer it to someone else. Appointments are in short supply and unfortunately you may have to wait several weeks before we can offer you another one. In exceptional circumstances, home visits can be arranged.

OPENING HOURS

Mon - Fri 9:00am - 5:00pm. We are closed on Bank Holidays and in between Christmas and New Year.

This leaflet is available in
alternative formats upon request

DIRECTIONS

For a detailed map and directions of how to get to King's Gate, please visit <http://www.ncl.ac.uk/about/visit/maps.htm>



UCAN

University Centre for Assessment at Newcastle

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Barras Bridge
NE1 7RU

Tel: 0191 208 3799

E mail: Assessments@ncl.ac.uk

Current Students:

<https://my.ncl.ac.uk/students/contact>

Prospective students / staff / students at other
universities:

<http://ncl.ac.uk/enquiries/>

WHAT IS UCAN?

UCAN has been set up to meet the assessment needs of disabled students who are studying or have applied to study in higher education. Through shared good practice, experienced staff carry out full academic needs assessments which can enable access to funding e.g. Disabled Students Allowance through Student Finance England, SAAS, Student Finance Wales, NHS, Library or Research Boards

WHO DO WE SUPPORT?

We can provide assessments for students with the following disabilities:

- ◆ Specific learning difficulties
- ◆ Hearing impairment
- ◆ Visual impairment
- ◆ Autistic spectrum disorder
- ◆ Medical conditions
- ◆ Mental health difficulties
- ◆ Mobility difficulties

AN ASSESSMENT PROVIDES:

- ◆ Confidential advice and assistance on services and support connected to disability whilst studying in higher education
- ◆ The opportunity to try up-to-date assistive technology and software
- ◆ Discussion on personal assistance and other non-medical helper support
- ◆ Study needs e.g. dyslexia tuition, mentoring, identification of examination support and other effective learning strategies

YOUR APPOINTMENT:

Documentation required before your appointment can be confirmed:

- ◆ A copy of the letter to you from your local authority or funding body, confirming they will pay for the assessment
- ◆ A copy of your medical evidence or educational psychologist's report
- ◆ A completed copy of the downloadable Pre-Assessment Form. Please ensure that you complete this as accurately as possible to enable us to write a more comprehensive report. You may wish to seek the help of your Course Administrator when completing this form.

What you can expect from your appointment:

Allow approximately two hours for your assessment – don't worry, it is not a test but a means of identifying your needs by friendly discussion. The assessor will discuss all your relevant study needs, including equipment, study skills support and strategies designed to help you. A range of equipment and assistive software, appropriate to your needs will be demonstrated and you will then have the opportunity to try it out.

A comprehensive report will be sent to you within 10 working days of your assessment; please read it carefully and if you are happy with it, return the acceptance and evaluation forms to us as soon as possible and we will then send the report to your funding body and University. If you are unsure about any part of the report, please contact us promptly and we will discuss any changes with you. If you have not heard from your funding body within one month, please telephone them to enquire about the progress of your application. You could also ask your Disability Adviser to assist you.