



Policy on the Provision of Academic Tuition to Students

The DCU Disability & Learning Support Service (DLSS) is committed to providing a range of support services in line with best practice for students registered with the DLSS.

Purpose

The purpose of this document is to outline how students registered with the DLSS can avail of academic tuition.

Scope

This policy applies to all students registered with the DLSS who wish to avail of academic tuition.

Policy Statement

Tuition is intended to compensate for difficulties caused by a student's disability.

This service is provided as a necessary academic reasonable accommodation and is not considered a substitute for a student's full participation in each class/lecture.

In many cases for those with significant on-going illnesses or mental health difficulties, prolonged periods in hospital or unavoidable infrequent attendance at lectures, make it clear that a provision of academic tuition is essential for academic progress.

Roles and Responsibilities

A designated member of the DLSS is responsible for meeting with the student seeking to avail of academic tuition. If approved, it is the responsibility of the DLSS to identify a suitable tutor, and ensure they are competent in the topic required. Students should note that sourcing academic tuition can be difficult and there is no guarantee that the DLSS will be able to find a suitable tutor.

Students when requesting tuition must be able to outline the type of difficulty with the course work and be able to relate this both to the nature of their disability and the level of severity. Students will be expected to attend all sessions regularly and punctually. If a

student misses a session without giving 24 hours' notice, the tutor will be paid and the student will not receive any substitute session.

In the event of any dispute arising between student and tutor, the student is expected to contact the DCU Disability & Learning Support Service immediately for the matter to be resolved.

Tutors will be required to complete a Report Form after each session/group of sessions, which must be co-signed by the student.

Sanctions

Should it become apparent that the student has not fulfilled their above responsibilities, then the support will be reviewed and possibly withdrawn.

Related Documentation

- [DLSS Code of Practice for Students](#)

Contacts

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Policy Review

This policy will be reviewed annually.

Version Control

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