## PhD Research Council Funding - Made Simple!

Students book appointment with Disability Team The first thing you need to do is provide the Disability Team with evidence of your disability and attend an appointment with an adviser. This might be a letter from your doctor or your diagnostic assessment.

Disability Team **confirms** you can book an assessment

Your Disability Adviser will speak to your Research Council department contact/ Doctoral Training Programme Office to confirm your eligibility for funding.

**Book** an assessment

If you are eligible for funding, your Disability Adviser will arrange your assessment.

**Have** the assessment

This is just a meeting about what sort of support and equipment you would find most useful to help you succeed in your studies. It may take around 2 hours, depending on the complexity of your needs.

Check the report

Your assessor will produce a needs assessment report based on the conversation you had. This should be sent to you **within around 2 weeks**. Read it, and if there's anything you want to change or add, let the Access Centre know as soon as possible.

Final report is sent

The Access Centre will send a final copy to you and your department's Research Council contact. They will also send details of costs and suppliers of recommended equipment and support.

Your equipment is **ordered**  Your contact in the doctoral training programme office will contact you in relation to the recommended equipment and support. They should then order the equipment on your behalf and liaise with the Disability Team to arrange provision of any recommended mentoring or specialist study skills support.

You get the equipment and support!

Get your equipment (and training where appropriate). Speak to your **Disability Team** about any additional support you might need. That's it! Now you can focus on enjoying your work and your time as a PhD student!