

Specific Learning Difficulties (SpLD) Diagnostic Assessment Fund

1. Specific Learning Difference Diagnostic Assessment Fund

Some students will not discover that they have a Specific Learning Difference (SpLD) such as dyslexia until they reach Higher Education. If a student believes that they have a SpLD after they enrol, then the student should:

- Inform their Personal Academic Tutor;
- Contact the Disability and Welfare Officer disability@lsbm.ac.uk for an appointment to discuss the difficulties you are experiencing and do a screening interview to identify what may be the cause of these difficulties;
- Or an alternative to the above action would be to complete a short screening interview using a [questionnaire](#). This will not give a formal 'diagnosis' but it should allow possible problem-areas to be recognised and give a good starting point for an action plan

The characteristic difficulties associated with dyslexia and other SpLDs and their effects on learning are identified on the [British Dyslexia Website](#).

Students who have a previous history of SpLD may be referred to the Disability and Student Welfare Officer for an assessment from an educational psychologist if their last assessment was completed prior to the age of 16 years, to ensure they have the necessary evidence available to access the Disabled Students Allowance. This also ensures that appropriate support may be supplied to them through the Institution.

Students receiving an assessment for SpLD will be asked to pay the full cost of the assessment. The cost of this assessment varies. The Disability Office can give guidance to students on where to find a qualified assessor. Students are referred externally for the full diagnostic assessment by an independent professional.

Students are also free to find psychologists or other qualified professionals by contacting:

- [Dyslexia Association](#)
- [British Psychological Society](#)
- [Dyslexia Action](#)
- [Dyslexia Teaching Centre](#)
- [Helen Arkell Dyslexia Centre](#)
- [Independent Dyslexia Consultants](#)

When students are looking for someone to assess them externally care should be taken to ensure that they are suitably qualified to carry out a full dyslexia assessment which is acceptable for the [Disabled Students Allowances](#). A full assessment will include all the detail and tests necessary for it to be accepted as evidence.

2. How can I apply?

Students may apply to London School of Business and Management for financial support once they have undertaken an approved assessment, this would be considered as part of an assessment of the student's overall financial position. Awards are generally made in the sum of £150.

Applications must be completed in full, with all necessary evidence, and submitted within the application window given below in order to be considered for costs for the current academic year. It is recommended to submit an application in good time and in person to a member of staff within the Disability Office (via Reception).

3. When can I apply?

Applications can be made between 15/10/2015 and 30/06/2016 – but are accepted on a first received, first served basis and the application window may therefore be closed earlier. Final year/Top-Up undergraduate students must apply by 10/11/2015 (September intake) or 10/3/2016 (January intake) or 10/6/2016 (April Intake). Only one application can be made. Applications made outside of these dates will not be accepted for the current academic year and a fresh application would need to be made during the next year of study.

4. Timescale for processing an application

The normal guide timescale for processing an application is 15 working days with a decision sent to a student by the end of this period. Please avoid contacting us during this time unless absolutely necessary as this will slow the application processing down.

5. Awards

Awards made from the Fund are usually non-repayable grants and are calculated and paid shortly after the closure of the application window (which could be earlier than 30/06/2016 if eligible cases exhaust the academic years' available fund).

Financial assistance is limited and this means that we can only make a contribution towards any assessment costs incurred. The total fund available is limited and once exhausted through approved applications, will not be available until the next academic year.

6. Eligibility

To apply the student must be:

- A UK National.
Or
- An EU National, who has lived in the UK for a minimum of three years prior to the first day of the first academic year of study.
- Someone who has lived in the UK for a minimum of three years prior to the first day of the first academic year of study.
- Fully enrolled with the London School of Business and Management (not hold Provisionally Enrolled status)
- and class attendance must be satisfactory

Students need to fill in the application form available from the Disability Office.