Quick Guide to the Support to Study Procedure

Support can begin at any level of the procedure, depending on the severity of the circumstances.

Support to Study Procedure Initiated

Concerns about the impact of your health or disability on your ability to engage with your studies are raised by your Academic Unit or the Student Health and Wellbeing Service

Level 1 Informal Support

You may be invited to meet with your personal tutor/supervisor to discuss what support the University can provide to enable you to engage/continue your studies

You will normally continue to be supported under Level 1 of this Procedure for the remainder of the current academic year, or until you and your personal tutor/supervisor decide that additional support is no longer necessary.

Level 2 Formal Support

Where more formal support is required. You will be invited to attend a meeting with your academic unit (and the Student Health and Wellbeing Service). You will be asked to contribute to the formation of – and agree to – an action plan.

Your support under Level 2 of this procedure will normally be reviewed after 6 months, or at key points during the year (for example, in advance of a new Semester or academic year)

Level 3 Support to Study Panel

A Support to Study Panel may be convened to consider whether you are fit to continue with your studies. You will be invited to attend the hearing, but if you do not attend, the hearing will usually go ahead in your absence and your case will be considered based on the information available to the panel.

Interim Suspension/ Precautionary Action

The University may impose a temporary suspension on you to protect your safety and/or the safety of others. This usually remains in place until a Support to Study Panel can be convened to consider your case

Appeals

Appeals should be received within 21 calendar days of decision of interim suspension or statement of reasons (for Level 3). Usually considered within 30 calendar days.



External ombudsman

If you remain dissatisfied with the outcome after all University levels completed, you can complain to the Office of the Independent Adjudicator for Higher Education within 12 months.