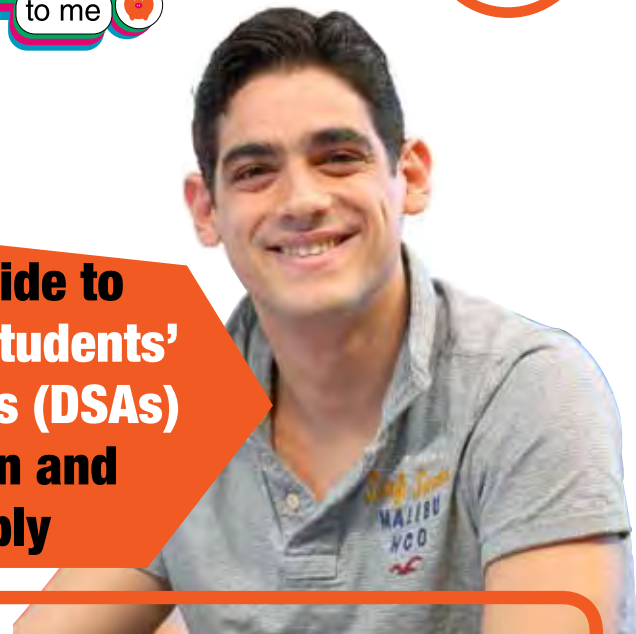


For more information or to apply for student finance go to

[www.direct.gov.uk/dsas](http://www.direct.gov.uk/dsas)

## A quick guide to Disabled Students' Allowances (DSAs) what, when and how to apply



SFE/DSAKS/1213/V2

Thinking about what you're going to study, the support you'll need and how you're going to pay for it?

**Disabled Students' Allowances (DSAs)** are grants to help with the extra costs you may have as a result of your disability, long-term health condition, mental-health condition or specific learning difficulty like dyslexia. **DSAs don't need to be paid back** and can help pay for:

- specialist equipment you need for studying, like computer software;
- non-medical helpers, for example, a note-taker or reader;
- **extra** travel costs you may have to get to your university or college because of your disability and
- other costs like photocopying or printer cartridges.



For more detailed information about DSAs read 'Bridging the gap - a guide to the Disabled Students' Allowances (DSAs) in higher education'.

If you're an Open University (OU) student you should apply to the OU for DSAs. Go to [www.open.ac.uk/dsa](http://www.open.ac.uk/dsa)

Students studying a course funded by the NHS can find more information on how to apply for DSAs at [www.nhsbsa.nhs.uk/Students.aspx](http://www.nhsbsa.nhs.uk/Students.aspx)

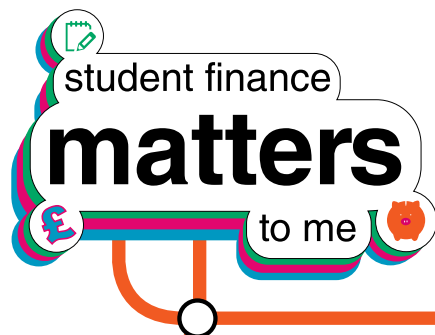
### Three top tips to fast-track your application for DSAs

Here are the things **you** can do to ensure your Disabled Students' Allowances (DSAs) are paid out as quickly as possible:

- ✓ **Apply early** as the application process can take around 14 weeks
- ✓ **Book your needs assessment as soon as you get your eligibility notification**
- ✓ **Order your equipment and arrange your other support as soon as you get your entitlement notification**

For more information or to apply for student finance go to

[www.direct.gov.uk/dsas](http://www.direct.gov.uk/dsas)



## Step 1 Full-time students



When applying for student finance click on the option to apply for Disabled Students' Allowances in the main application. A shortened version of the DSA application form (DSASL) will then be posted out to you to fill in and return to us. You can also download this version of the form at [www.direct.gov.uk/dsas](http://www.direct.gov.uk/dsas).

If you're only applying for DSAs and no other form of student finance, download the long DSA application form (DSA1F). Fill this in and return it to us.

Apply from  
August  
2012

## Part-time students

If studying part-time and applying for student finance you can apply for DSAs by downloading a shortened version of the DSA application form (DSASL) from our website at [www.direct.gov.uk/dsas](http://www.direct.gov.uk/dsas). Fill this in and return it to us.

If you're only applying for DSAs and no other student finance, download the full DSA application form (DSA1F) from our website. Fill this in and return it to us.

## Step 2 Receive your eligibility notification



If you're eligible for DSAs we'll write and tell you to arrange a needs assessment to find out exactly what equipment and support you need.

## Step 3 Book your needs assessment



You should book your needs assessment as soon as you get notification of your eligibility. To find your nearest approved needs assessment centre go to [www.dsa-qag.org.uk](http://www.dsa-qag.org.uk)

## Step 4 Receive your entitlement notification



Once we get the results of your needs assessment, we'll write and let you know if DSAs can pay for any specialist equipment and other support recommended in your needs assessment report. We'll also give you instructions for ordering equipment or arranging other support.

## Step 5 Order your equipment and arrange your other support



## Step 6 Start your course

Top tips



- There's no deadline to apply for DSAs but the sooner you apply the greater chance you'll have of getting everything you need in place for the start of your course.
- Remember you'll need to apply for student finance, including DSAs, for each year of your course.

For more information or to apply for student finance go to

[www.direct.gov.uk/dsas](http://www.direct.gov.uk/dsas)

sfe

studentfinanceengland  
the student finance experts



facebook.com/SFEngland



twitter.com/sf\_england



youtube.com/studentloanscouk