Flow of Academic Support for Students with Disabilities for Entrance Examination and after Enrollment in the School of Design, the Graduate School of Design

2008	May 16	Academic Affairs Committee Approval
2022	Sept 9	Revision
2022	March 10	Revision

The following is the procedure of the School of Design and the Graduate School of Design regarding support for students with disabilities, etc. in taking examinations and after enrollment.

## 1. Special considerations for taking examination

1) Assessment of special considerations

When an application for special consideration is received for the entrance examination for an undergraduate year 3 transfer student or a graduate student of the Graduate School of Design, the Dean prepares a draft of considerations for the entrance examination based on the response from the Support Section for Inclusion, Center for Science and Counseling and submits the draft to the Entrance Examination Committee.

# 2) Confirmation of considerations

The Dean will give consideration for the entrance examination based on the considerations decided by the Entrance Examination Committee.

## 2. Special considerations after enrollment

# 1) Flow of support

Academic support in the School of Design and the Graduate School of Design shall be implemented in accordance with the attached "Flow of Academic Support for Students with Disabilities after enrollment" (approved by the Committee for the Promotion of Support for Persons with Disabilities) and the appendix "Flow of Academic Support for Students with Disabilities after enrollment"

### 2) Discussion of considerations, etc.

Discussions concerning academic support and considerations after enrollment shall be conducted by the Academic Affairs Committee.

#### 3. Other

Other necessary matters concerning academic support for entrance examinations and after enrollment shall be determined by the Dean following discussion at the Academic Affairs Committee.

# < Flow of Academic Support for Students with Disabilities after Enrollment

> (Appendix) 1.Consultation Students (guardians may act on behalf of students / including no consideration is given for examinations) 2.Determination of the need for 3. 7. Notification of Submission of Request for consideration Special Class Consideration Form and Consideration teacher to List of subjects for (Example of Form 3) 10. notify the consideration 12 Constructive review (Form 1 /appendix) Implementation of result dialogue Consideration (Example of Student Support Division Center for Health Form 2) **Academic Supervisor** (Consolidation and sending of (Review in writing) request form) Science and Counseling 6. Request 8. Request Response for for Considerat 4 review result Considerat 11. ion (Copy) Support Section for (Example of ion Discussion (Example Inclusion form 2) (Example of Form 2) of form 2) 6. Request Considerati **Specialized Education Courses** on (Copy) (Academic Affairs Section, Student (Example of \*Contact the form 2) Affairs Division, School of Design) relevant sections depending on the \_\_\_\_ Consultation type of disability and 5. Discussion support [Dean] School of Design, Academic Affairs Committee **Graduate School of** Reporting and consultation on cases Notification of that are difficult to the details of handle by the Department consideration Student General supervisor Support (Director for the Promotion of Disagreement Support for the Persons with Division 14. Disabilities) Instructions, etc. cooperation 15. Deliberation Finance Department, **Facilities** Department, etc. Committee for the Promotion of Support for Persons with 17. Disabilities Monitoring

Form 1, Example of Form 2, and Example of Form 3 are the forms prescribed in "Flow of Academic Support for Students with Disabilities" (Resolution of the Committee for the Promotion of Support for Persons with Disabilities).