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# STUDENT DISABILITY POLICY

## 1 Purpose

This policy outlines ANZSOG's approach to supporting Executive Master of Public Administration (EMPA) students with a disability to achieve the inherent core program requirements.

## 2 Scope

This policy applies to all prospective students and current students of the ANZSOG EMPA program who meet the definition of disability under the *Disability Discrimination Act (DDA) 1992*.

## 3 Guiding Principles

- 3.1 ANZSOG supports the right of people with disabilities to participate in higher education and to expect fairness and equitable support and/or reasonable adjustment where required to enable their participation.
- 3.2 ANZSOG values the contribution made by students with a disability to peer learning and welcomes them as essential members of the ANZSOG academic community.
- 3.3 ANZSOG's policies, practices and approaches to teaching and learning will be designed to, wherever possible, accommodate the learning needs of students with a disability.
- 3.4 ANZSOG will promote an EMPA program culture that understands and responds to the needs of a student as a shared responsibility.
- 3.5 ANZSOG seeks to achieve maximum accessibility in the preparation and delivery of the core program learning and teaching provided to EMPA students.
- 3.6 ANZSOG encourages students with a disability to initiate and maintain contact with EMPA staff to communicate their academic support needs or to promptly advise ANZSOG if their condition or circumstances change in a way that will impact on their learning.
- 3.7 EMPA core subject leaders will create a safe and welcoming class environment where students feel comfortable and confident to fully participate and request additional support if needed.
- 3.8 ANZSOG will consider requests for reasonable adjustment on a case by case basis to support equitable participation and in consideration of the overarching objectives of the EMPA.
- 3.9 Students are also encouraged to read the EMPA **Learning Resources and Education Support** policy.
- 3.10 Students with a disability are expected to the maximum extent possible draw on the support resources already provided by their sponsoring agency and conferring university as well as any other external support service (eg. NDIA etc) when undertaking the EMPA. It is the responsibility of the student and their sponsoring agency, in the first instance, to identify and then access and activate these supports and resources.

- 3.11 Students should register with their conferring university's disability services should they wish to draw on their university's support resources.

## 4 Policy Statement

### 4.1 Disclosure and Assessment

- i. Students and their sponsoring agency should only notify ANZSOG of their disability if it is relevant to the successful participation in the EMPA and for which they may need reasonable adjustment.
- ii. Students seeking reasonable adjustment should notify ANZSOG during enrolment or at the first opportunity if the disability occurs after enrolment.
- iii. Students requiring physical learning aids, equipment or professional support must seek this through their sponsoring agency in the context of their workplace agreements.
- iv. ANZSOG may request the prospective or current student provide written evidence from medical practitioners or other recognised professions to describe the impact of the condition on the individual and identify what support or adjustment may be required to enable their participation in the ANZSOG EMPA.

### 4.2 Reasonable Adjustment

- i. In making decisions about reasonable adjustments, ANZSOG is entitled to maintain the academic requirements of the program, and other requirements or components that are inherent to the program's learning activities and objectives such as the expected high level of program participation and group work.
- ii. ANZSOG is required to make any decision about admission, enrolment or participation on the basis that reasonable adjustments will be made where necessary so that the student with a disability is treated on the same basis as a student without disability. An adjustment is not mandatory if it would cause 'unjustifiable hardship' to ANZSOG.

### 4.3 Hardship

- i. It is not unlawful to discriminate against a person with a disability if their participation requires adjustments that impose unjustifiable hardship on ANZSOG. However, ANZSOG must be able to prove that an adjustment would cause unjustifiable hardship to the organisation.
- ii. Factors that need to be considered include whether the cost of the adjustment/s would be more than ANZSOG could afford, or whether the changes required would have a major or negative impact on other students and/or the subject leader. These would need to be weighed against factors such as the benefit that the person with the disability, and the learning environment generally, would gain from the service or facility that would be provided by the adjustment.

### 4.4 Monitoring and Reporting

- i. Participation, progress, and completion by students who have registered with ANZSOG as having a disability requiring additional support are monitored. The information will be collated and de-identified and used to inform ongoing improvements to support strategies and learning and teaching preparation and delivery. This is in line with ANZSOG commitments to continuous improvement outlined in the EMPA **Monitoring, Review and Improvement Policy**.

## 5 Definition of Terms

Term	Definition
<b>Adjustment</b>	measure or action taken by ANZSOG that has the effect of assisting a student with a disability in relation to program enrolment, admission, program participation and facilities.
<b>Disability</b>	is very broadly defined as any physical, sensory, neurological, intellectual, psychiatric, learning disability, and includes physical disfigurement, the presence in the body of disease-causing organisms (for example the HIV virus) and total or partial loss of part of the body or a bodily function. It also includes a temporary, permanent, current, past or future disability. In some circumstances it may include a chronic illness or medical condition.
<b>Disability Discrimination</b>	when a person with a disability is treated less favourably than a person without the disability in the same or similar circumstances. The <i>Disability Discrimination Act 1992 (Commonwealth)</i> , makes it against the law to treat people unfairly because of a disability.
<b>Prospective student</b>	A person who is considering lodging an application to study; a person who has not yet applied; or a person who is yet to be notified of their admission outcome.
<b>Reasonable Adjustment</b>	an adjustment to program delivery or learning activities to accommodate the needs of a student with a disability without causing an unjustifiable hardship to ANZSOG or compromising the academic integrity of the program or a core subject.
<b>Student</b>	any person currently enrolled in the ANZSOG EMPA program.
<b>Unjustifiable Hardship</b>	A disproportionate cost or impact on ANZSOG's functioning as an organisation, and significant disruption to its programs, students, subject leaders or ANZSOG staff. Factors that need to be considered include whether the cost of the adjustment/s would be more than ANZSOG could reasonably afford, or whether the changes required would have a negative impact on other students, the learning objectives of the program of teaching or the capability of the teacher to deliver the subject and sustain the learning outcomes.

## 6 Related Policies

- Admission
- Code of Conduct
- Diversity, Equity and Inclusion
- Enrolment
- Learning Resources and Education Support
- Monitoring, Review and Improvement
- Privacy Statement
- Student Complaints and Grievances

## 7 Relevant Legislation and Guidelines

- *Disability Discrimination Act, 1992 (Commonwealth)*
- Disability Standards for Education 2005 (applies to all education sectors)
- Human Rights Commission Guidelines

**8 Version History**

<b>Version Number</b>	<b>Audience</b>	<b>Responsibility</b>	<b>Approved By</b>	<b>Date Approved</b>	<b>Last Reviewed</b>
1	Current Students Subject Leads	Associate Dean and EMPA Academic Director	Associate Dean, UR and CEO	2020	July 2020