



## Disability Unit (DU)

CENTRE FOR STUDENT COUNSELLING AND DEVELOPMENT (CSCD)  
37 VICTORIA STREET • STELLENBOSCH



UNIVERSITEIT  
STELLENBOSCH  
UNIVERSITY



*“To be vulnerable,  
is to be human.”*

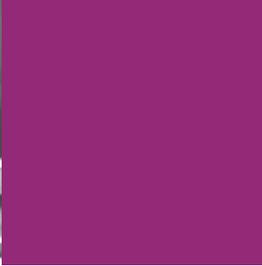
## our aim

Within a framework of equity and affordability, Stellenbosch University (SU) aims to serve the broadest possible spectrum of our diverse South African society by among other things:

- accepting students with special needs as fully fledged, integrated members of the student body;
- creating a holistic awareness of these students; and
- designating the Disability Unit (DU) in the Centre for Student Counselling and Development (CSCD) to coordinate support services for SU students with disabilities.

## our vision

To create an enabling environment that holistically empowers students with special learning needs to achieve their full potential.

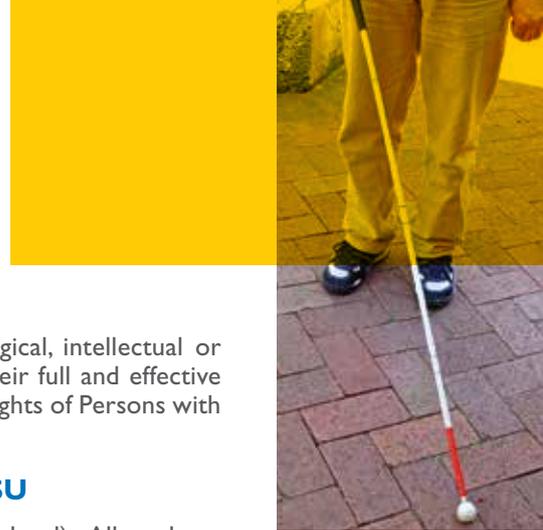


# our mission

We aim to implement our vision:

- by creating awareness of diverse learning needs and disabilities among all staff and students on campus;
- by providing appropriate assistive technology and expanding its use amongst students;
- by facilitating physical access to all environments on campus;
- by changing mindsets through proactive advocacy;
- through ongoing research and development of our services;
- by offering organisational support to Dis-Maties (a support body for students with disabilities run by students with disabilities);
- by enabling the effective integration of students with special learning needs through holistic support (with regards to academic, social and psychological issues as well as adaptations of the environment);
- by facilitating adapted assessments and curricula to enable optimal learning; and
- by rendering consultative support to staff in order for them to provide effective learning environments for students with special learning needs.

The DU is the starting point for coordinated support for students with disabilities. We provide support services specific to your needs. It is therefore important that you let us know about your individual circumstances and your needs. All requests for assistance must be accompanied by supporting documentation. Feel free to make an appointment and come in for a chat. Phone 021 808 4707 or e-mail [disability@sun.ac.za](mailto:disability@sun.ac.za) for enquiries.



## 1 What is a special learning need?

People with disabilities include those who have long-term physical, psychological, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others (UN Convention on the Rights of Persons with Disabilities, 2006).

## 2 How to apply for a degree programme and accommodation at SU

Apply on a SU application form or electronically (<http://www.maties.com/apply.html>). All students must write the National Benchmark Tests (NBTs). For any queries in this regard, contact the NBTs project team directly on [www.nbt.ac.za](http://www.nbt.ac.za). Extra writing time for the NBTs can also be arranged with the team.

## 3 Accommodation on and near campus

At present, there are five undergraduate women's residences (Heemstede, Sonop, Monica, Lydia and Irene) and two undergraduate men's residences (Simonsberg and Eendrag) with limited facilities for students with disabilities. Three mixed residences, Huis de Villiers, Concordia and Russel Botman House, are equipped for senior students with disabilities. Metanoia, a mixed undergraduate residence, also offers limited facilities for undergraduates with physical disabilities.

In addition, as far as the budget permits, adaptations are made proactively and on an ad hoc basis in order to provide students with disabilities with the best possible access to the University's facilities. It is very important that you communicate your learning needs well in advance to the head of the residence in which you will stay or the DU, so that adaptations, if necessary, can be made. Please contact the University's Customer Service Centre at 021 808 9111 or [info@sun.ac.za](mailto:info@sun.ac.za) for any further enquiries.

For private accommodation enquiries contact Commercial Services at 021 808 3950, Neelsie Properties in the Neelsie Student Centre at 021 887 3780 or visit Students Stellies Stay at <http://www.stellies-student-stay.co.za>.

## 4 Accessibility of academic buildings and grounds

The DU and Facilities Management are continually liaising with each other to improve the accessibility of academic buildings and grounds. Several academic buildings and other facilities are already fully accessible. New adaptations continue to be made as needs arise. Accessibility is a major consideration when new buildings and renovations are planned. Students are also encouraged to immediately report any accessibility problems to Facilities Management at 021 808 4666.

## 5 Sporting activities

The University offers a variety of sports for persons with disabilities. Contact Mr Wentzel Barnard on 021 808 3537 or [wwb2@sun.ac.za](mailto:wwb2@sun.ac.za) for more information.

## 6 Special exams

Special arrangements, like the allocation of extra writing time or the provision of documents in large fonts, may be made for tests and exams. Applications in this regard close annually in February, April, August and September. Visit [www.mymaties.com](http://www.mymaties.com) to print your application form and to find more information regarding closing dates and feedback on the outcome of your application.

## 7 Converting study material into Braille

At the Braille Office, located in HUMARGA (one of the University's computer user areas based in the Faculty of Arts and Social Sciences building), class notes, prescribed books, articles, transparencies, as well as test and exam papers are converted into accessible formats like Braille. This service is partly funded by the Lombardi Trust as well as the Carl & Emily Fuchs Foundation. E-mail [braille@sun.ac.za](mailto:braille@sun.ac.za) for more information.

## 8 Special computers

Computers with screen-reading, magnifying and text-to-speech software (like JAWS for Windows and ZoomText) as well as a magnifier that enlarges text are available at HUMARGA (rooms 356 and 360) for the use of blind or partially sighted students. Braille printers are also available. These computers are connected to the University's network and provide access to e-mail and the internet. For enquiries about software or to purchase a laptop, please contact Petro Newman at 021 808 2128.



## 9 Library use

Students who need assistance and/or training to track down library and information sources may contact their faculty librarian (<http://library.sun.ac.za/English/aboutus/contactus/Pages/fbs.aspx>) via e-mail or visit them personally in the library. Both the JS Gericke Library and the Music Library (in the Conservatorium building) have a computer with JAWS for Windows and ZoomText which blind and partially sighted students may use to browse the library website (<http://library.sun.ac.za>).

## 10 Accessible parking

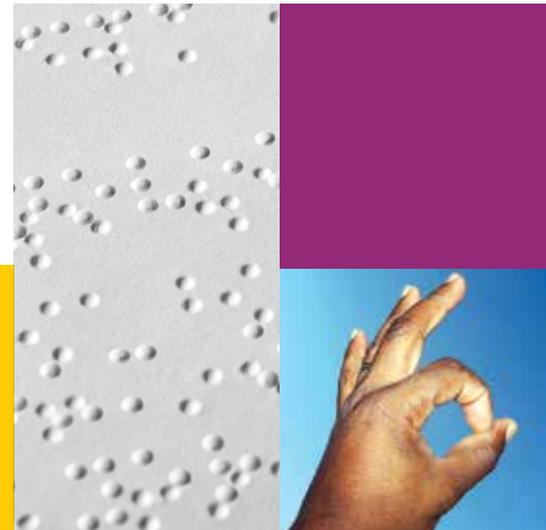
SU makes special provision for the parking needs of students with disabilities. The DU can assist you to obtain a special parking disc which will allow you to park in the designated areas behind the booms. Contact Ms Melanie Willems on 021 808 3675 or [mwillems@sun.ac.za](mailto:mwillems@sun.ac.za) for assistance.

## 11 Academic workshops and psychological services

The CSCD offers several services to students with disabilities. Individual assistance as well as workshops pertaining to personal problems, career planning, stress management, job-seeking skills, time management skills, academic problems, study and thinking skills, amongst others, are provided. Sign Language classes are also offered. Visit [www.sun.ac.za/cscd](http://www.sun.ac.za/cscd).

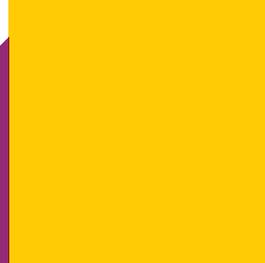
## 12 Academic tutors

Should you require academic support for individual subjects, please contact the relevant lecturers in your Faculty.



## 13 Mentors in residences

All first-year students have access to mentors in the residences where they live and via the private student organisation (PSO) wards. These mentors can provide emotional and academic support. It is recommended that you keep in close contact with the chosen mentors in your residence or PSO.



## 14 Student societies

You are welcome to join one of the many student societies on campus, such as Dis-Maties, Maties Dance Society, etcetera. Visit [www.mymaties.com](http://www.mymaties.com) on the student portal for more information.

## 15 Financial aid

If you need financial aid to help cover your study or accommodation fees, please contact Ms Lynette Williams at the Bursaries and Loans Division on 021 808 4627 or [lrw@sun.ac.za](mailto:lrw@sun.ac.za).

## 16 The Writing Lab

The Language Centre's Writing Lab at 22 Crozier Street (opposite the Drama Department) offers help with writing skills and with the writing of essays and assignments. Contact Ms Anne-Mari Lackay on 021 808 2167 in this regard.





## 17 **Campus Health Services**

Doctors and nurses are available at Campus Health Services at 7 Classen Street (next to Metanoia residence) on the Stellenbosch campus. Phone them on 021 808 3496/3494. The Campus Health Services on Tygerberg campus is situated in the Student Centre in Francie van Zijl Drive. Their phone number is 021 938 9590. You may also contact the psychologist on Tygerberg campus at 021 938 9590.

## 18 **Orientation session**

An orientation session for new students is offered by the DU during the University's Welcoming Week in January. Students are advised to attend this session and to remain in contact thereafter. It is also recommended that students visit the University the year before they intend to study at SU and familiarise themselves with the University environment. Contact Ms Marcia Lyner-Cleophas on 021 808 3497 or [cleophas@sun.ac.za](mailto:cleophas@sun.ac.za) in this regard.

## 19 **SU Risk and Protection Services (formerly known as USBD)**

SU Risk and Protection Services take care of campus safety and also assist during emergencies on campus. Contact the control room on 021 808 4666 when you need their assistance. They are available 24/7.

## 20 **Crisis service**

A 24-hour crisis service for emotional and psychological emergencies is available on 082 557 0880. Also feel free to visit 49 Victoria Street during office hours (08:00 – 16:30) should you have a psychological emergency.

# very important!

It is important that you are continually in contact with your lecturers regarding your needs and that you immediately discuss your needs with any new lecturers you may acquire during the course of your studies. Because you understand the challenges you face in your academic life better than the DU or anyone else ever will, it is primarily your responsibility to ensure that your lecturers are informed of your needs. The DU will support you, especially at the start of your studies, but it is recommended that you build a good rapport with your lecturers so that they get to know you and remain aware of your needs throughout your studies. It is also vital that you inform us of your needs so that we can support you.



*“If you want to assist, ask first.”*

# contact us

For any queries, problems or comments, please contact or visit the Braille Centre or the DU.

## Braille Centre-specific queries:

braille@sun.ac.za

## DU-specific queries:

disability@sun.ac.za

## Ms Marcia Lyner-Cleophas

Head: DU

37 Victoria Street

Tel: 021 808 4707

Fax: 021 808 4706

E-mail: cleophas@sun.ac.za

Our physical address is:

**37 Victoria Street, Stellenbosch**

(next to the Conservatorium)



Visit us at:

**[www.sun.ac.za/cscd](http://www.sun.ac.za/cscd)**



Engage with us on Twitter:

**[@sudisabilityupdate](https://twitter.com/sudisabilityupdate)**

