

Students who are Blind or Low Vision Transition Checklist

1. Application Process:

- Apply to the University as early as 10 months prior to expected entrance date
- Pay the application fee
- Arrange for the transfer of grade 12 transcripts to the University
- Sign up, pay fees and arrange accommodation for placement testing (if required)

2. Service Process:

- Meet with Disability Advisor 6-12 months prior to expected entrance date to discuss the following:
 - a) **Documentation**
 - Low Vision:**
Letter from ophthalmologist stating diagnosis and impact of visual impairment
 - Blind:**
Letter from physician stating disability and impact on level of functioning
 - b) **Technology Needs**
 - Canada Study Grant (CSG) – Desktop or Laptop with adaptive software ie: Zoomtext or Jaws or Braille
 - AT-BC Loan – Equipment loan program for courses that are not eligible for the CSG
 - Sponsorship – Equipment supplied by sponsoring organizations such as Vocational Rehabilitation Services (EPPD), Workers Compensation Board (WCB) etc.

c) **Financial Assistance**

- British Columbia Student Assistance Program (BCSAP) – provincial program offering student loans or
- High Need Part-Time Canada Study Grant (HNPTCSG) – available to students needing to study part-time (1-2 courses). This grant covers tuition and books to an annual maximum
- Sponsorship – Some students may be eligible for financial assistance from various organizations such as EPPD, First Nations Bands, WCB

3. Course Planning

- Attend course planning workshop with Educational Advisors before course selection
- Ensure all prerequisites are met for course and program

4. Pre-Registration

- 3 months prior to expected date of entrance meet with the Disability Advisor to select your courses
- Complete an application for Recording for the Blind (RFB), for audio or e-text books with the Disability Advisor

5. Course Accommodations

- Textbooks alternate format
- Course outline and course materials available in alternate format
- Extended exam time and exams in alternate format (JAWS, Braille, Large Print)
- Student assistant for assistance while on campus (library, scanning course material)
- Instructor Forms/Exam Forms

6. Campus Orientation

- Arrange mobility training from CNIB or other applicable training source
- Arrange personal care attendant (if required)
- Arrange transportation ie: Handi-Dart drop off and pick up.