

Information disadvantage compensation

Dear students,

the following is anchored in the general parts of the study and examination regulations (SPO) of Heilbronn University, see <https://www.hs-heilbronn.de/pruefungen>:

"If someone can credibly demonstrate that it is not possible for them to take preliminary examinations or examinations in whole or in part in the intended form due to a disability or chronic illness, the chairperson of the responsible examination board shall be authorised to take the examinations within an extended processing time or to take equivalent examinations in another form. It must be ensured that the competences that are to be demonstrated in the examination are also demonstrated in this other form. For this purpose, the submission of an expert opinion, e.g. a medical certificate, may be required." § Section 8 (3) Bachelor and Section 7 (3) Master: General regulations for conducting examinations

What is compensation for disadvantages?

Chronic illnesses or impairments can make it more difficult to complete coursework and examinations under the given conditions than for fellow students who are not impaired. The attempt to compensate for such a disadvantage compensates for impairment-related disadvantages as far as the specific conditions allow. This entitlement is enshrined in law.

When can I apply for compensation for disadvantages?

Compensation for disadvantages must be applied for in good time at the beginning of each semester. In order to ensure sufficient consideration in the examination performance, it should be submitted at the latest when registering for the examination. In the case of short-term impairments, the application can also be made when the impairment occurs.

An application for conversion to alternative examination forms must be submitted by the start of the lecture period. Otherwise the conversion cannot be realised.

The application for compensation for disadvantages can be made permanently under certain conditions, such as a chronically unchanged impairment. If permanent compensation is granted, the student undertakes to inform the chairperson of the examination board and the examination planner of the degree programme each semester after the end of the examination registrations as to which examinations he/she has registered for.

Who can apply for compensation for disadvantages?

Students with impairments or chronic illnesses, e.g.

- Motor, visual, hearing or speech impairments
- Chronic mental illnesses
- Chronic physical illnesses.

How do I apply for compensation for disadvantages?

The application is submitted to the relevant examination board. The form is available for download, see

<https://www.hs-heilbronn.de/studieren-mit-beeintraechtigungen> .

It is strongly recommended that you consult with the representative responsible for your campus beforehand.

The application consists of:

- A description of the impairment with regard to an examination or coursework to be modified
- Suitable evidence of the impairment (e.g. specialist medical reports, statements from authorised psychotherapists, reports from hospitals or rehabilitation facilities)
- Proposals for an adjustment of study or examination achievements.

What can compensation for disadvantages be?

Depending on the specific impairment, the following measures may be useful:

- Extension of writing time for written examinations or granting of individual breaks
- Examinations in separate rooms with own supervision
- Release of special aids
- Extension of processing deadlines for term papers and theses
- Conversion to alternative forms of examination.

Information and counselling on the topic of 'compensation for disadvantages'

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