

Support Flow

I

Application for support (Before your departure)

Students who wish to request support must submit the documents described in the "Checklist for Students Requesting Support for Special Needs" when applying for an exchange program.

II

Committee for Students with Disabilities

The Committee for Students with Disabilities deliberates on the need for reasonable accommodations and the support requests. This decisions will be notified to the student.

III

Interview with OSD

Students seeking support should schedule an interview at our office. During the interview, you will receive information about the application process. Additionally, you will be asked to sign our Personal Information Agreement Form, and a brief fact-check regarding your situation will be conducted.

IV

Individual Support meeting

An individual support meeting organized with professors from your department will be held to review and approve your support plan. (※This may be held prior to the interview)

V

Meet with the subject instructor and submit documents

- ① The student will personally explain the support needs to the instructor.
- ② The student and the instructor will reach a mutual agreement on the support.
- ③ Subsequently, the instructor will complete the documentation for your support plan and sign it.
- ④ The student will submit the signed document to our office.

Address

Office for Students with Disabilities for Exchange Students

2-1, Naka, Kunitachi-Shi, Tokyo, 186-8601

Located on East Campus Faculty Building No.3, 1F
Open : Monday-Thursday 10:00-12:00, 13:00-17:00
(Final reception is until 16:30)

※ Closed on Fri, Sat, Sun, national holidays, New Year holidays and holidays determined by the president

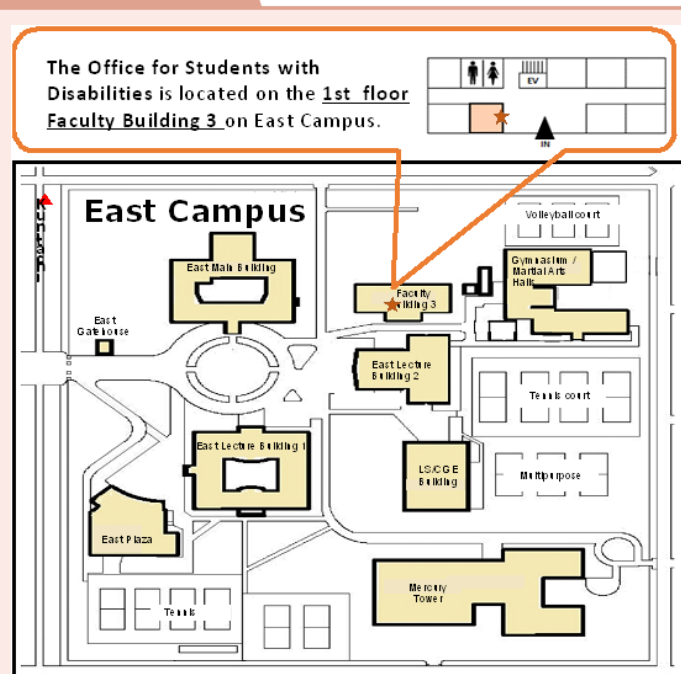
Contacts

Tel : **042-580-9291**

email : **stu-ss.g@ad.hit-u.ac.jp** ↑

※ If you would like to consult, please make a reservation in advance.

Access



Accessibility map is available on our website at [http://www.hit-u.ac.jp/shien/counseling/shougai/image/20171129_Accessibility%20Map\(English\).pdf](http://www.hit-u.ac.jp/shien/counseling/shougai/image/20171129_Accessibility%20Map(English).pdf)

Hitotsubashi University Health Center

Office for Students with Disabilities



HITOTSUBASHI
UNIVERSITY

About Office for Students with Disabilities (OSD)

The Office for Students with Disabilities responds to consultations regarding the learning needs of students with disabilities and makes adjustments to ensure equal educational opportunities with other students. In other words, its goal is not to guarantee credits or graduation but to provide an opportunity for students to learn on an equal footing with their peers. To prevent students from being unable to study due to social barriers, we actively work on removing these barriers and providing support to students who wish to pursue their studies. Both on and off-campus, departments and faculty members involved in the learning process collaborate to offer direct and indirect support to students with disabilities. Students requesting support are encouraged to contact the OSD

Support target

"Students with disabilities" encompass students with physical disabilities, developmental disorders, and other mental health conditions. The OSD will be responsible for coordinating the support and assistance provided to students who are approved for support according to our guidelines within the university.

Support contents

In principle, based on the student's intention, we will start the procedure for supporting. After deliberation at the Committee for Students with Disabilities, specific support will be decided by discussing with the instructor.

Recruitment of supporters

We will recruit student volunteers for disabled students.

Depending on the nature of the support,

- There are two types of support: paid and free.
- Attending a training course may be required.

< Examples of support content: >

- Note-taking (transcribing lectures by hand or on a computer)
- Text data conversion
- Proofreading, etc.

Please check our volunteer opportunities. They will be posted on our website (Japanese).



Support example

【 Common to all students with disabilities 】

- Learning consultations
- Introductions to other organizations and collaboration with them (※)

【 Students with hearing impairments 】

- Note-taking
- Arranging sign language interpretation

etc

【 Students with visually impairments 】

- Data conversion of text etc

【 Students with physical disabilities 】

- Facility improvement

【 Students with developmental disorders 】

- Consultations regarding study schedule management
- Developing measures to ensure information accessibility for symptoms related to cognitive characteristics
- Adjusting classroom and exam environment, etc.

【 Students with mental disorders 】

- Adjusting classroom and exam environment, etc.

【 Students with gender identity disorders 】

- Registering the chosen name in the student directory, etc.

※ According to Article 42, Paragraph 2 of the Certified Psychologists Act, when there is an attending physician for students with disabilities, the OSD follows their instructions.