

## Support Flow

### I

Application for support (Before your departure)

### 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 (After your arrival to Japan)

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.

### V

Meet with the subject instructor and submit documents

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

## Address

### Health Center Office for Students with Disabilities

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

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

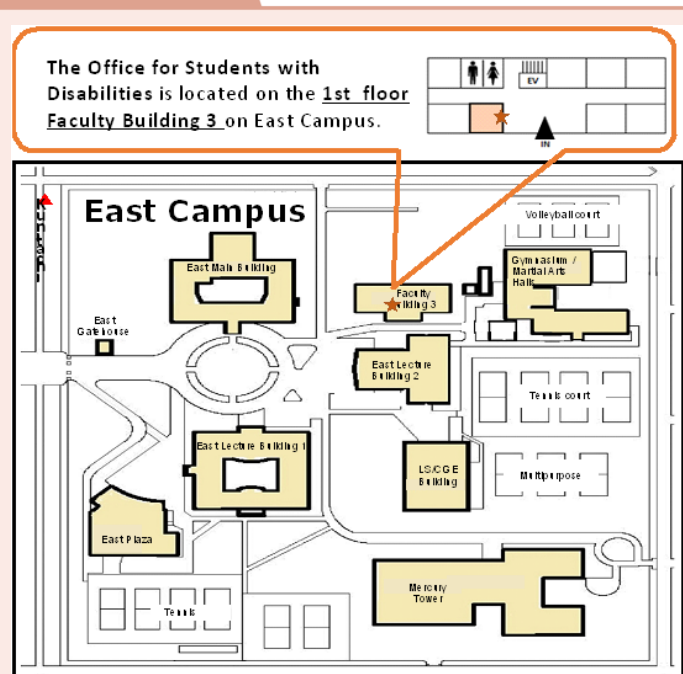
## Contacts

T E L : **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.hitu.ac.jp/shien/counseling/shougai/image/20171129\\_Accessibility%20Map\(English\).pdf](http://www.hitu.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 support content,  
▪ there are two ways of support: paid / free.  
▪ attending a training course may be required.

<Support content example>

- Note-taking (transcribing lectures by hand or on a computer)
- Data conversion of text
- Proofreading etc

Volunteer recruitment will be posted on our website (Japanese), so please check it at any time.



## Support example

- 【 Common to all students with disabilities 】
  - Consultation on learning
  - Introduction to other organizations , cooperation with other organizations (※)

- 【 Hearing impaired students 】
  - Note taking
  - Arrangement of sign language interpretation etc

- 【 Visually impaired students 】
  - Data conversion of text etc

- 【 Physically handicapped students 】
  - Facility maintenance

- 【 Developmental disorder students 】
  - Consultation such as schedule management of study
  - Consideration of measures for information guarantee to symptoms related to cognitive characteristics
  - Adjustment of physical environment in class and exam etc

- 【 Mental disorder students 】
  - Adjustment of physical environment in class and exam etc

- 【 Gender identity disorder students 】
  - Registering chosen name to student directory etc

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