# Reasonable Adjustments

## weißensee school of art berlin



# Art needs space. So do you!

**Find out what support you are entitled to for an equitable education.**

weißensee kunsthochschule berlin

**The weißensee academy of art berlin offers students support to ensure they can study without facing barriers.**

**We help students to plan and undertake their studies, taking their individual circumstances into account.**

**We are committed to ensuring that all students can study successfully.**

## You may be eligible for reasonable adjustments if you experience:

- Disability
- Chronic illness
- Mental health condition
- Neurodivergence
- Pregnancy
- Parenthood
- Caring for a family member
- Care leaver (experience in out-of-home care)
- Temporary health impairment
- Other difficult life circumstances

## Possible reasonable adjustments

### For exams, practical projects, and other assessments:

- Extended exam time
- Alternative assessment formats (e.g. oral instead of written)
- Use of assistive aids
- Exams in separate rooms
- Preferred scheduling and adapted exam locations
- Adjustments to study organisation
- Use of technical aids or assistance
- Flexibility with attendance requirements

### For study organisation:

- Flexible attendance requirements
- Part-time study and adjustment of study phases
- Priority access to limited courses
- Arranging study breaks / leave of absence etc.

# How do I apply for reasonable adjustments?

Here's how:

1

**Preparation and advice:**
Get in touch with the student advisory service for support with your application. You'll need supporting documents that show your situation as clearly as possible.



2

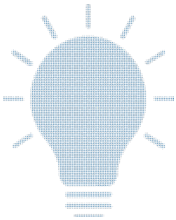
**Submit your application:**
Fill out the application form for reasonable adjustments. You can obtain this form from the student advisory service or on the university website.

*Your information will be kept confidential.*



3

**Putting it into practice:**
The student advisory service will inform your lecturers about the necessary adjustments. They will also help you plan your studies and explore options such as part-time study.



## Contact for applications

Application Link


**Susan Lipp | Room A 1.03**

Student advisor and representative for students with disabilities and chronic illnesses
Tel: 030 47705-342
Email: studienberatung@kh-berlin.de
Office hours: Tue 14:00–17:00, Thu 10:00–12:00 and by appointment



see

**Kontakt:**
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Room A 1.10

weißensee academy of art berlin is always here for you – whether by email, over the phone or in person. Please do not hesitate to contact us at any time.

weißensee kunsthochschule berlin