

Information for Students about Disability Accommodations in regards to §11 AT-BPO and §11 AT-MPO of the Hochschule Bremen

1. Right to a disability accommodation

Students with disabilities or chronic illnesses have the right to an accommodation if they face disadvantages or limitations during an exam that their fellow students do not. As stated in §§ 11 AT-BPO/AT-MPO, accommodations can be made to balance out these limitations, for example by extending the allowed test-taking time or by taking the exam in an alternative format. Decisions regarding these accommodations are made only on a case-by-case basis.

2. Filing for an accommodation

In order to implement an approved disability accommodation, the exam board requires a written application. The application should be filed at the latest by the end of the course/module registration deadline or when the exam format is announced. An accommodation cannot be granted for a course exam that has already been taken.

The application must include:

- The student's name, enrollment number, and degree program;
- The specific exam(s) for which the accommodation should come into effect;
- Identification of the limitations faced by the student that require an accommodation for this specific exam(s)

Students must present proof of the circumstances that qualify them for an accommodation through a qualifying certificate. Normally this is done through a note from a doctor that states that the student would be at a disadvantage while taking an exam in this specific format due to their disability or illness. A certification of a medical diagnosis is not required. Nevertheless, the specific limitations the student faces in the exam must be described to the exam board clearly and in detail. The exam board will decide if the student has the right to an accommodation based on the limitations explained in the doctor's note and application. The exam board can also request additional documents when necessary, such as a certificate from a doctor, a legal medical certificate, or other information.

3. Support

You can get more information about this from the head of the exam board for your degree program or at the "Studying Inclusively" advising office ("Inklusives Studieren") in the Hochschule Bremen's Study Advisory Service: <https://www.hs-bremen.de/internet/de/studium/angebot/beratungen/studierende/inklusiv/>