



CEU
*Universidad
San Pablo*

REGULATION 4/2022 OF UNIVERSIDAD SAN PABLO-CEU SUPPORT PROGRAMME FOR STUDENTS WITH DISABILITIES

Approved by the Governing Council at its meeting on 29 June 2022 and by the Board of Trustees at its meeting on 14 July 2022

STATEMENT OF PURPOSES

Universidad CEU San Pablo has always shown an explicit interest in social issues, which has been reflected for decades in an unwavering commitment to providing careful attention to our students with disabilities. Therefore, our university guidance and disability services have always ensured that our students with disabilities have the same opportunities as the rest of their classmates, that is, that their disability is not an impediment to their academic performance.

This is a fundamental task, given the difficulties that still exist in normalising university education for people with disabilities.

Now, in addition to the advice and attention provided to students with disabilities or with specific needs, Universidad CEU San Pablo has developed the CEU Support Programme for Students with Disabilities, specifically designed to promote the integration of these students in the University, to ensure that disability does not hinder their academic careers, and to help them in their subsequent integration into the labour market.

The principle on which this programme is based is that of normalisation, by virtue of which people with disabilities should be able to live an equal life, accessing the same places, areas, goods, and services that are available to any other person¹.

The Programme is developed within the framework of the legislation in force, both in terms of the rights of people with disabilities and in university matters, including the following:

- Organic Act 6/2001, of 21 December, on Universities.
- Organic Act 4/2007, of 12 April, amending Organic Act 6/2001, of 21 December, governing universities.
- Royal Legislative Decree 1/2013, of 29 November, by which approves the Consolidated Text of the General Law of rights of the people with disabilities and of their social inclusion.
- Royal Decree 1791/2010, of 30 December, by which approves the Statute of the University Student.
- Royal Decree 822/2021, of 28 September, which establishes the organisation of university education and the quality assurance procedure.

Furthermore, the Programme has been developed in accordance with the Student Regulation approved by Universidad CEU San Pablo.

¹ Article 2. Definitions. Royal Legislative Decree 1/2013, of 29 November, by which approves the Consolidated Text of the General Law of rights of the people with disabilities and of their social inclusion.

Article 1. - Objective

The purpose of this regulation is to establish the criteria for the development of the CEU Support Programme for Students with Disabilities, thereby giving legal coverage to its main aspects, namely:

- To add value to the attention that has been provided to students with disabilities, extending our services and benefits.
- To provide support in the academic development of students with disabilities.
- To promote a normalised and respectful social image of people with disabilities, preserving the confidentiality of the situation of disability.
- To improve the accessibility conditions of the different university resources.

Article 2. - Addressees

1.- The addressees of this regulation are the following:

1.1. **Students with disabilities**, with a **recognised degree of disability** equal to or above 33 percent by the corresponding autonomous community administration, **who, due to their limitations, require** adaptations for access to the curriculum and **specific support measures to study**.

In case the recognised degree of disability is below 33 per cent, inclusion in the programme will be assessed by a specific commission.

1.2. **Students with health issues**, such as **chronic diseases, lengthy diagnostic processes, situations** that require **periods of hospitalisation, preferably with recognition of the degree of disability** by the corresponding autonomous administration who, due to their limitations, **require adaptations** for access to the curriculum and specific support **measures to follow their studies**.

2.- Both national and international students who fulfil the criteria set out in the preceding paragraph will be able to be part of the Programme.

3.- The incorporation into the Programme of the candidates is subject to the presentation of the corresponding accreditation (article 4) and to the result of their interview with the University Guidance Service. It will be this service that will determine whether or not the candidate can join the programme, and which will propose him/her to the specific commission for the granting of financial aid (article 7).

Article 3.- Commission

For the effective application of this Regulation, the Commission for Students with Disabilities of Universidad San Pablo-CEU has been created. It shall meet at least once in September and will have the powers and composition set out in this article.

The Commission for Students with Disabilities of Universidad San Pablo CEU will consist of:

- a. The Rector, or the person delegated for this purpose.
- b. The Vice-Rector responsible for student affairs, or the person delegated for this purpose.
- c. The University's Manager, or the person delegated for this purpose.
- d. The Manager of the University Guidance Service (SOU).

The competences of the Commission for Students with Disabilities of Universidad San Pablo CEU are:

- a. To ensure compliance with this regulation and to resolve any doubts that may arise in their interpretation.
- b. To agree on the candidates that have accredited their condition as students with disabilities in any of the categories foreseen in article 2 of this Regulation, once the applications submitted and the documentation provided has been reviewed.
- c. The assignment, where appropriate, of the Programme grants.
- d. All other functions provided for in this Regulation.

Article 4.- Accreditation of the condition of person with disability

1. – The condition of person with disability will be accredited by submitting the following documents:

- Presentation of the **Certificate of Disability** issued by the corresponding regional administration.
- If applicable, presentation of **documentation accrediting that the Disability Certificate has been applied for and is being processed** by the corresponding autonomous administration.

- Presentation of updated Medical Reports that prove the health state of the student and the need for specific support measures offered in the programme.

Article 5. – Academic Support Measures

During the CEU Support Programme for Students with Disabilities, the following measures will be taken:

- Vocational counselling in the process of choosing studies by the specialised psychopedagogical service if requested.
- Personalised advice for the design of a personalised academic itinerary, within the framework of the possibilities of the current study plans and the applicable university regulations. To this end, the student's preferences, and qualities, as well as their stage of life, will be considered from the start of their studies.
- Establishment of the extension of enrolment deadlines once the general enrolment deadline is closed.
- Where appropriate, relaxation of the academic standard relating to the:
 - o Minimum number of credits to enrol in.
 - o Change of group, timetables, and exams.
- Adaptations for access to the curriculum, with personal, material and communication support to facilitate access to training.
- Adaptation of the study place at the university, by means of the technical resources necessary to ensure accessibility.
- Specific psychopedagogical support (specific study methodology, coping with examination situations, etc.) during their studies.
- Assignment of an academic tutor in 1st and 2nd year and of a mentor in 3rd and 4th year related to the degree studied.
- In-person learning, with the possibility of online support.
- Professional Careers Service specific advice for their employability.

Article 6. Reservation of places

1. Pursuant to the provisions of Articles 22 et seq. of *Royal Decree 412/2014, of 6 June, which establishes the basic regulations of the procedures for admission to official undergraduate university education* and article 15 of *Royal Decree 822/2021, of 28 September, which establishes the organisation of university education and the quality assurance procedure*, Universidad CEU San Pablo will reserve, at least, 5 percent of the places offered in official undergraduate university degrees for students with a recognised degree of disability equal to or above 33 percent, as well as for students with permanent educational support needs associated with personal circumstances of disability, who in their previous studies have required means and support for their educational inclusion, taking into account what has been set out in the Royal Decree. Furthermore, the University will guarantee the

availability of places for these students who take part in the extraordinary university entrance exams, until they reach 5 percent of the reserve quota of the total number of places offered in this degree.

2. In compliance with article 18, section 6, of *Royal Decree 822/2021, of 28 September, which establishes the organisation of university education and the quality assurance procedure*, Universidad CEU San Pablo will reserve at least 5 percent of the places offered in official university Master's degrees for students with a recognised degree of disability equal to or above 33 percent, as well as for students with permanent educational support needs associated with personal circumstances of disability, who in their previous studies have required resources and support for their full educational inclusion.

Article 7. - Financial aid

1. Students who are studying in the "CEU Support Programme for Students with Disabilities" may apply for a scholarship under the academic and economic conditions established in the "CEU Merit Disability" and "CEU Support Programme for Students with Disabilities" Scholarship Rules approved for each academic year at Universidad San Pablo-CEU.

Article 8. - Rights and duties of the student who is a beneficiary of the CEU Programme of Support for Students with Disabilities

- The students who are the beneficiaries of the programme have the same rights and duties as any other student, as set out and regulated in the internal regulations of the University and the Centres.
- All procedures and participation in the programme will be carried out in accordance with current regulations on personal data protection.
- The students who are beneficiaries of the Programme will monitor the adaptations established with the University's Service for Students with special needs, in order to guarantee their proper functioning.

Only Final Provision. Entry into force

This Regulation will entry into force the day after its approval by the Board of Trustees of Universidad CEU San Pablo.