

# PROCEDURE

**Code: PO-64**

Name: **PROCEDURE FOR ENSURING OPPORTUNITY OF CHANCES  
CONDITIONS FOR STUDENTS WITH VISUAL / HEARING IMPAIRED /  
AUTISTIC SPECTRUM DISORDER**

This procedure was approved at the Senate meeting of .....

**Rector**  
**Professor CORALIA ADINA COTORACI, PhD**

	Name and surname	Function	Date	Signature
Developed	BENȚE CRISTIAN	Vice-Rector for Academic Strategy and Study Programs	03.11.2020	
	DARĂU PETRU AUREL	Vice-Rector for Institutional Strategy and Quality Management	03.11.2020	
Checked	BOJA NICUSOR	D.A.C Director.	05.11.2020	

# PROCEDURE

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### **1. Introduction**

The specific purpose of the procedure is to ensure a unitary procedural framework for ensuring the conditions of equalization of the offenses for students with visual, hearing impairments or autistic spectrum disorders, according to RAQAHE – B2, IP 25 "Student-centering by designing learning teaching methods"

### **2. Definitions and abbreviations**

#### **2.1 Definitions**

Procedure – description of the operations to be performed, the precautions to be taken and the measures that are, directly or indirectly, related to the learning and evaluation process.

#### **2.2 Abbreviations**

R - Rector

CA – Board of Directors

S – University Senate

PR – Vice-Rector

D – Deans

DD – Department Director

CF – Faculty Council

SS – Chief Secretary

VGWU – Vasile Goldis Western University

CEAC - F - Quality Evaluation and Quality Assurance Committee

DAC – Department for Quality Assurance

### **3. Reference documents**

- SR EN ISO 9001: 2015: Quality management systems. Requirements
- SR I.S.O I.W.A. 2: guidelines for the application of I.S.O.9001 in the field of education;
- National Education Law nr. 1/2011, with subsequent amendments;
- Art. 94, Art.95, Art.114 and Art. 123 of the Law on National Education No. 1/2011, with subsequent amendments;
- art. 10 of Law nr. 95/2006 on health reform, republished, with subsequent amendments;
- art. 2 of Government Emergency Ordinance no. 141/2020 on the establishment of measures for the proper functioning of the education system and for the amendment and completion of the Law on National Education no. 1/2011;
- Law 448/2006 on the protection and promotion of the rights of persons with disabilities, updated
- VGWU Regulation on the professional training of students
- Charter of the "Vasile Goldiș" Western University of Arad – 2019;

### **4. Description of activities and responsibilities**

<b>Item No.</b>	<b>Activities/stages</b>	<b>Respond</b>	<b>Mode of conduct / deadlines</b>
1.	Students with visual, hearing impairment or autistic spectrum disorders will request in writing options regarding the teaching/evaluation methods along the way and summative depending on the individual peculiarities of the disability. The options will be submitted to the faculty secretariat.	D, DD, SS	According to RAQAHE B2,IP 25 / standards 01 Oct
2.	The dean and the department director will request, as appropriate, the expertise of a teacher with a specialization psychology specialization in order to ensure the conditions for equalizing the nominal chances for each student with disabilities.	D, DD, CF	According to RAQAHE B2,IP 25 / standards 10 October
3.	The faculty council nominally approves the assistive technologies, the electronic means of support, the interpreters in sign language depending on the specifics of the student's disability.	CF, D, DD	According to RAQAHE B2,IP 25 / standards 10 October
4.	In order to provide the means of assistive technology, the Faculty Council may ask the Senate and the Board of Trustees for the necessary logistical support.	R, PR, S, CA, CF	According to RAQAHE B2,IP 25 / standards 15 October
5.	For access to the Summative Evaluation Commissions of a personal therapist as a student's companion, the Dean of the Faculty will ask the Rector for written approval.	D, DD, CEAC-F, DAC	According to RAQAHE B2,IP 25 / February-June
6.	During the tests at the semi-annual summative evaluation, breaks or the increase of the examination time may be granted on request depending on the specificity of the disability	D, DD, CEAC-F, DAC	According to RAQAHE B2,IP 25 / February-June

### 5. Records

<b>Form code</b>	<b>Name the form</b>	<b>Nr.pag</b>	<b>Place of archiving</b>	<b>Duration of storage</b>
F01_PO64	Application option of the disabled student	1	Faculty Secretariat	3 years

### 6. Annexes, recordings, archivists

<b>No. annex</b>	<b>Name Annex</b>	<b>Developer</b>	<b>Approved</b>	<b>Nr.de Copies</b>	<b>Broadcast</b>	<b>Archiving</b>		<b>Other</b>
						<b>place</b>	<b>Period</b>	
0	1	2	3	4	5	6	7	8
1								
2								
3								

### 7. Mailing List

<b>No. crt.</b>	<b>Faculty/ Department</b>	<b>Name, surname</b>	<b>Date of receipt</b>	<b>Signature</b>	<b>Withdrawal date</b>	<b>Signature</b>
1.						
2.						

3.						
4.						