



Cover letter to the doctor when applying for SPS

Your patient is pursuing an education at VIA University College and wants to apply for special educational assistance (SPS).

Students can receive SPS during their studies if they have a documented disability that affects their ability to complete their education. SPS is applied for and granted by the Danish Agency for Higher Education and Science (STUK).

The purpose of SPS is to help students with specific academic difficulties related to their disability. SPS should help ensure that students achieve increased mastery of their studies and, as far as possible, achieve the same opportunities to complete an education as other students.

When applying for SPS it is crucial that the application is accompanied by documentation from the student's own doctor, specialist or hospital.

The documentation should include:

- The student's diagnosis and a description of the student's physical and/or mental difficulties and limitations.
- If the student has been referred for further examination, the reason for this is described and a plan for the examination process is outlined.
- What challenges does the disability pose for the student in their daily life, e.g. difficulty concentrating, memory problems, fatigue, etc.
- What impact does the disability have on the student's ability to meet the academic requirements.

The medical certificate is sent by the student to the SPS responsible employee at the institution, who ensures that the complete SPS application is forwarded to STUK.

The student is responsible for covering the cost of the certificate.

NOTE

SPS-working group
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