



January 2017

## **Deaf and Hard of Hearing Students**

The quiet world: People who were born deaf or have hearing impairments inform and orient themselves visually - lip-reading or visualization of what is said through slides, blackboard, key word lists, pictures. Various means of support such as hearing aid and Cochlea Implantat can only fulfill their function in a certain acoustic condition.

Students with hearing impairments need individualized support, which will be clarified at the Disability Office following the procedures explained in the attachment of this document.

### **How Lecturers can support**

When asked, please take some time for a meeting with a student with hearing impairments.

#### **In the Lecture/Seminar**

- Talk clearly with normal volume and medium tempo. It is helpful to underline what is said with drawings and gestures. Your face should be seen at all times (for lip-reading).
- It would be ideal if you would stand while teaching and your face directs at the deaf or hard of hearing student. Talking from behind or against the blackboard or towards the overhead projector should be refrained at all times.
- In a small-size class, arranging seats in squares, semicircles or circles enable students with hearing impairments to have visual contact with as many course participants as possible.
- In lecture halls with inductive equipment please use microphone, as this creates a direct connection between the amplifier system in the hall and the hearing aid.
- If asked by the students with hearing impairments, please use microphone from individual FM equipment, also in small rooms.
- Prevent background noise by closing the windows and doors in the room, and silence the audience.
- In a discussion, one person should speak at a time.
- Use of technical support such as overhead projector and Power Point slides is helpful to visualize what is being said.
- Writing down important information and new terms or foreign words on the black board or flip chart prevents misunderstanding and writing down unknown words falsely.
- When inquired, lecture notes (slides, script, notes, etc.) should be made available in advance for students with hearing impairments for preparation.
- Students with hearing impairments may need student assistants for taking notes. Costs regarding this will be covered by the Disability Office or Disability Insurance. You can help us find a suitable assistant.
- In case a sign-language interpreter or a speech-to-text reporter is needed, we ask lecturers to deliver the lecture materials in advance, according to the need of the interpreter.

#### **Others**

- The lecture halls at University of Zurich demonstrate different acoustic qualities. Most rooms are well-equipped. When reserving a lecture room, please consider the needs of students with hearing impairments.



- The auditorium disposition team, event organization team and the Disability Office will support you eagerly. Information about the equipment of individual lecture rooms at University of Zurich can be found online under Uniability:  
<http://www.uniability.uzh.ch/specialinfos/hinfos/hearsystem.html>.
- We may ask for a permission to record the lecture. To protect the copy right, the Disability Office will issue a license agreement between you and the students with hearing impairments.
- E-Learning such as via OLAT is optimal for students with hearing impairments. Discussion forums and information boards prevent misunderstanding and enables an active participation of students with hearing impairments. Recording the lecture/seminar sessions as live-stream and making them downloadable on E-Learning platform allow deaf or hard hearing students to learn at their own speed- they can individually adjust the volume and repeat the missed parts.
- For obligatory internships, your personal engagement in finding a position which corresponds to the performance level of deaf/hard of hearing students would be helpful.

#### **Possible Adjustments in Assessment**

- Use of aid such as sign-language translators in oral exams
- Where applicable, a written exam instead of an oral exam
- For written exams: a reserved seat (to get information regarding the exam)

For questions and organizational matters, please contact the Disability Office.

#### **Attachment**

##### **Process for clarification of individual adjustments**

According to paragraph 17 "Studying with Disability" in the regulation of admission at University of Zurich stated below, the impact on study-related activities caused by health problems or impairments will be clarified at the Disability Office.

In complex situations, the lecturers and/or program coordinators concerned will join in the clarification process.

The Disability Office will document the individual adjustments in the form of CIRA<sup>1</sup>. Depending on the faculty, either the Disability Office or the student will request for the implementation of adjustments to a responsible person according to each faculty's regulation.

After the proposition has been authorized, the lecturer, the Disability Office or the student him/herself will inform of the accommodations to the responsible person.

The Disability Office will eagerly support in carrying out the measures.

#### § 17. Studium und Behinderung

<sup>1</sup> Bei Vorliegen einer ärztlich bescheinigten Behinderung oder chronischen Krankheit (gemäss UNO-Behindertenrechtskonvention, UNO-BRK, Art. 1) ist während des Immatrikulationsverfahrens bei der Beratungsstelle Studium und Behinderung ein Gesuch zur Prüfung der Auswirkung auf studienrelevante Aktivitäten einzureichen.

---

<sup>1</sup> CIRA stands for "Certificate of Individual Reasonable Accommodation".



z Allfällig den Nachteil ausgleichende Massnahmen können nur nach erfolgter Prüfung semesterweise gewährt werden.

Verordnung über die Zulassung zum Studium an der Universität (VZS) vom 18. April 2011

**Contact**

Benjamin Börner, M.A.  
Director of Disability Office, University of Zurich  
Tel. +41 44 634 45 44  
E-Mail: [benjamin.boerner@uzh.ch](mailto:benjamin.boerner@uzh.ch)  
[www.disabilityoffice.uzh.ch](http://www.disabilityoffice.uzh.ch)