

Special Needs? Here's how you can get support in the language course

Identify Your Needs → Contact CWiD UŁ → UŁ specialists will assess your needs → You will get a report → It's VALID for one academic year → It must be UP-TO-DATE → The report belongs to YOU → You decide who to share it with

If you need adjustments for classes and tests

Share your up-to-date CWiD report with your language teacher.

After reviewing the report, the teacher will adjust:

- classes and learning materials
- assessments and grading criteria

The teacher will let you know that you can contact the Coordinator for Students with Special Needs at CJIc.

IMPORTANT! If you are a student with a disability, CWiD UŁ can arrange additional language classes for you: www.uni.lodz.pl/wsparcie-w-cwid.

ONLY in this case, submit your **request to the CJIc Director** at least **30 days before the exam** (a ready-to-use form is available on the CJIc website: www.cjic.uni.lodz.pl/studenci-ze-spe). Attach your **up-to-date CWiD report** and describe the accommodations you are requesting – they must match the CWiD recommendations (e.g., extra time).

NOTE: Dyslexia does not require changes to the exam format or a formal request. Simply provide your dyslexia certificate issued by CWiD to your language teacher, who will adjust the grading criteria for the final exam accordingly.

The request will be reviewed by the **CJIc Coordinator for Students with Special Educational Needs (SEN)**.

The Coordinator **may ask** your teacher for their opinion.

After the **CJIc Director's decision**, you and your teacher will receive an email with the approved accommodations.

If you need adjustments during the final exam

In exceptional situations, you need the Dean's approval.

If you need to change the exam format (for example, due to an illness preventing verbal communication or listening comprehension), first submit a request to your Faculty Dean. Once you have approval, send your request to the Director of CJIc.

CJIc Director formally confirms the exam accommodation, without reassessing the Dean's approval.