

GUIDELINE FOR STUDENTS **WITH DISABILITIES** **AT BSB**





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DISABILITIES FRAMEWORK

DISABILITIES AND THE LAW

According to the 11 February 2005 law, "**A person with a disability is defined as someone who is subjected to any limitation of activities or restriction to participating society, owing to a substantial lasting or permanent impairment of one or more physical, sensory, mental, cognitive or psychic functions, multiple disabilities or a disabling health condition.**"

The Ministry of Higher Education and Research (Le Ministère de l'Enseignement Supérieur et de la Recherche, MESR) emphasises the application of the 2005-102 law, known as the Disabilities Law, notably the non-discrimination of students with disabilities in higher education, and on the implementation of reasonable academic accommodations.



DO I HAVE A DISABILITY?

**DO YOU FEEL CONCERNED ABOUT
ONE OR MORE OF THE STATEMENTS
BELOW?**

I lose attention/find it difficult to concentrate in class or in daily life.

I find it hard to manage my emotions/I can be impulsive.

I have difficulties reading/writing, and I make many spelling mistakes.

I have issues with coordination.

I have difficulties using/I cannot use, can no longer use one or several limbs.

I am temporarily affected by an accident.

I have a disease (disabling, rare, degenerative, auto-immune, etc.) that keeps me from living fully or has consequences on my daily life.

I have trouble hearing, and this affects my daily life and learning.

I have tinnitus (ringing in the ears).

I have trouble seeing, and this affects my daily life and learning.

I have an eating disorder.

I am experiencing depression.

I am partially or completely deprived of one of my five senses.

If you have ticked one or several boxes, you may have a disability. Please note that this list is not exhaustive. If there is a situation affecting your academic life, please speak to your general practitioner or the Disabilities Inclusion Officer at BSB (Mission Handicap).

DIFFERENT TYPES OF DIABILITIES

COGNITIVE DISABILITIES

Cognitive disabilities develop over the course of childhood, before or during early learning, and continue to adulthood. They have academic, professional, and social repercussions. Most of them are innate and are grouped into 6 categories:

- **Dyslexia/dysorthographia:** specific difficulties acquiring written language;
- **Dysphasia:** specific difficulties developing spoken language;
- **Dyspraxia:** specific difficulties developing motor and/or visual-spatial functions;
- **Attention deficit disorder with or without hyperactivity (ADHD):** specific difficulties developing attention and/or executive functions;
- **Specific memory function disorders;**
- **Dyscalculia:** specific difficulties with numerical activities.

SENSORY DISABILITIES

Sensory disabilities are the result of one or several senses. Most concern auditive or visual impairments. This type of disability results in quasi-automatic communication and social difficulties for the person.

- **Hearing impairment:** hearing loss can be mild, moderate, severe or profound affecting one or both ears. It can have social consequences and lead to learning issues;
- **Visual impairment:** covers a wide range of impairments, from benign visual issues (nearsightedness for example) to total blindness.

DISABLING CONDITIONS

There are numerous disabling conditions, which can be temporary, permanent, or progressive. Their effects on the body can lead to a disability and progress. Disabling conditions include respiratory diseases (cystic fibrosis), digestive track diseases (Crohn's, etc.), neurodegenerative diseases (multiple sclerosis, etc.), cancer, rare hereditary diseases, musculoskeletal disorders, Alzheimer's, AIDS, etc. According to how they evolve, as well as the availability of treatment, these diseases can have many consequences.

MENTAL DISABILITIES

Mental disabilities result from mental disease. Intellectual capacities remain intact. Mental disabilities are related to neurosis (obsessional-compulsive behaviour, depression etc.), or psychosis (schizophrenia, bipolar disorders, etc.), which affect thoughts, feelings, and emotions. Symptoms are not regular and unpredictable. Medication as well as treatment are often necessary.

AUTISTIC SPECTRUM DISORDERS

Autistic spectrum disorders stem from neurodevelopmental anomalies. They manifest through difficulties establishing social interaction and communicating. There are also behavioural issues (reticence or change, reluctance to change, repetitive behaviour or repetitive speech, isolation). People with autistic spectrum disorders have particular sensory reactions (auditive, visual, cutaneous).

MOTOR DISABILITIES

Motor disabilities can affect a limb, a motor function or the entire body. People with these disabilities move around standing up with a cane or in a wheelchair.

MENTAL HANDICAP

Intellectual impairment is characterised by difficulties understanding incoming information and by slowed mental functions.



BEING A STUDENT WITH ADISABILITIES AT BSB

BSB'S DISABILITY INCLUSIVENESS POLICY

BSB's Mission Handicap was created in 2009 and has been part of the School's One Health Center (Personal Development Department) since 2023.

Here, questions about academics, exams, studying/working abroad, internships/work-study, joining the job market, administrative formalities, and campus life can be freely discussed to set up personalised student support.

Mission Handicap at BSB is in regular contact with the other departments to meet students' specific needs and provide global student support. They include Student Administration and Student Life, Corporate Relations, International Relations and academic departments.

Our goal is to accompany you from your first day at BSB until you join the workforce.

CONTACT MISSION HANDICAP AT BSB

missionhandicap@bsb-education.com
Tel. 03 80 19 12 19

For **specific questions about studying/
working abroad**, contact :
mobilityanddisability@bsb-education.com



REPORTING A DISABILITY

- **Make an appointment with Mission Handicap at BSB (missionhandicap@bsb-education.com);**
- You will receive a **contact form** and an **appointment date to define your needs**. Confidentiality is of the utmost importance.
- To meet your specific needs, you will be asked to provide **a certificate** attesting to your disability (medical certificate, PAP (Personalised assistance plan)/PAI (Personalised care project)/PPS (Personalized academic project), accommodation notices for the latest admissions exam, etc.);
- Upon your approval, **your accommodation will become official**, and your **accommodations certificate** will be sent to the departments (Student Administration, academic, etc.) concerned with the relative information;
- **According to your needs, follow up meetings** can be set up throughout your **academic journey at BSB**.

Your accommodation will be automatically renewed at the start of each new academic year and can be modified if your situation changes.

AVAILABLE ACCOMMODATIONS

BSB has set up several accommodations to meet the different needs of students with disabilities:

- Additional time for written assessments and final exams;
- Additional time for oral assessments and final exams;
- Individual quiet rooms.
- Authorised use of laptops in class, for continuous assessments and exams;
- Spelling mistakes not taken into account;
- Break time with/without deferral at end of continuous assessment/exams;
- Exam secretaries;
- Access to food and drink during class and/or exams;
- Attendance waivers;
- Foreign language tutoring;
- Accommodations for the TOEIC
- Other accommodations possible according to individual student needs.

BSB campuses are reduced mobility friendly.

The School always does its utmost to adapt to the specific needs of students with disabilities, which is why we encourage you to contact BSB's Mission Handicap to prepare studying with us if you are still in the application process, or throughout your studies if you are already a BSB student.

BSB's Mission Handicap is supported by: **La Caisse d'Épargne de Bourgogne Franche Comté, KPMG France, CIC Lyonnaise de Banque.**

Their support is essential to the smooth running of our mission!



CREATING A NETWORK

DEPARTMENTAL BUREAU FOR PERSONS WITH DISABILITIES

MDPH

MAISON DÉPARTEMENTALE DES
PERSONNES HANDICAPÉES

The MDPH **welcomes** all people with disabilities and **provides information and support**. There is a branch in every department to **facilitate the administrative procedures** of people with disabilities, their families, their legal representative, and to advise them.

The MDPH will be your **main contact** to centralise your needs and allow you to **benefit from your rights**. This can mean being recognised as a **disabled worker**, receiving financial aid or **support when looking for work**, or completing the Cerfa N°15692*01 form, which consolidates all necessary information.

BSB's Mission Handicap can help you with MDPH's administrative procedures. We invite you to contact us at:

missionhandicap@bsb-education.com

MDPH DE CÔTE D'OR

1 rue Joseph Tissot
21000 DIJON
mdph@cotedor.fr
03 80 63 31 60

MDPH DU RHÔNE

146 rue Pierre Corneille
69003 LYON
handicap@grandlyon.com

MDPH DE PARIS

69 rue de la Victoire
75009 Paris
contact@mdph.paris.fr
01 53 32 39 39



FUNDS MANAGEMENT ASSOCIATION FOR THE INTEGRATION OF PERSONS WITH DISABILITIES

AGEFIPH

L'ASSOCIATION DE GESTION DU
FONDS POUR L'INSERTION DES
PERSONNES HANDICAPÉES

The association's mission is to **help people with disabilities in their professional lives: job search, training, job retention or starting a company**. The AGEFIPH also **accompanies companies** in their **various employment projects for people with disabilities** including recruitment and job retention, as well as **setting up their employment and disabilities project itself**.

AGEFIPH DÉLÉGATION RÉGIONALE BOURGOGNE FRANCHE COMTÉ

Immeuble Osiris
7 Boulevard Winston Churchill BP 66615
21066 Dijon Cedex
bourgogne-franche-comte@agefiph.asso.fr

AGEFIPH RHÔNE-ALPES

Parc d'Affaires de Saint-Hubert
33 rue Saint Théobald
38080 L'Isle d'Abeau
auvergne-rhone-alpes@agefiph.asso.fr

AGEFIPH DÉLÉGATION RÉGIONALE ÎLE DE FRANCE

24/28 Villa Baudran
21/37 rue de Stalingrad
Immeuble le Baudran
94110 Arcueil
ile-de-france@agefiph.asso.fr



LES ACTEURS ESSENTIELS DE VOTRE ACCOMPAGNEMENT AU-DELÀ DE BSB

100 % HANDINAMIQUE

Fédération nationale qui a pour objectif de **faciliter les conditions de vie, d'études, d'intégration sociale et d'insertion professionnelle** des jeunes en situation de handicap. Elle met par exemple en place des actions telles que les Cordées PHARES ou les Handicafés© et verse les bourses Handinamique, afin d'encourager les jeunes handicapés à compenser leurs difficultés dans leurs projets d'avenir.

handinamique.org

UNIRH-TRANSITION

Cet organisme a pour but de **soutenir la trajectoire professionnelle** des personnes en situation de handicap. BSB forme notamment ses collaborateurs à leur programme Hanploi & School, qui œuvre pour l'intégration des étudiants en situation de handicap dans l'enseignement supérieur et dans le monde professionnel. Les associations étudiantes peuvent également faire appel à leurs services, pour sensibiliser leurs membres aux enjeux de l'accessibilité universelle.

unirh-thransition.com

Ces deux associations sont partenaires de la Conférence des Grandes Écoles.

D'autres acteurs locaux ou nationaux peuvent être sollicités dans le cadre de votre parcours d'étudiant et en vue de votre insertion professionnelle. En vous rapprochant de **la Mission Handicap de BSB**, vous pourrez également **bénéficier d'une orientation** vers des acteurs pertinents et à même de répondre à vos besoins spécifiques.



↑ Escape Game Handigmatic