

StudentAid BC Accessibility Program User Guide

Ministry of Post-Secondary Education
and Future Skills

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STUDENTAID BC ACCESSIBILITY PROGRAMS OVERVIEW

StudentAid BC delivers provincial student financial assistance programs to eligible students undertaking post-secondary education and administers the Canada Student Financial Assistance Program on behalf of the Government of Canada. This consists of a combination of repayable loans, non-repayable grants, scholarships and bursaries, and debt reduction measures intended to support the success of post-secondary students and graduates.

StudentAid BC also delivers a range of provincial and federal non-repayable student financial assistance programs for students with disabilities. Students with a permanent or persistent or prolonged disability may be eligible for the following accessibility support programs:

- Canada Student Grant for Students with Disabilities (CSG-D)
- Canada Student Grant for Services and Equipment – Students with Disabilities (CSG-DSE)
- B.C. Supplemental Bursary for Students with Disabilities (SBSD)
- B.C. Access Grant for Students with Disabilities (BCAG-D)
- B.C. Access Grant for Deaf Students (BCAG-DS)
- B.C. Assistance Program for Students with Disabilities (APSD)

The purpose of this document is to provide Accessibility Coordinators at designated post-secondary institutions with a guide to administering the most widely used accessibility-related programs.

UPDATES

StudentAid BC launched its new Student Information Management System (SIMS) for all applications for student financial assistance, in June 2026. As a result of this, processes and forms related to verification of disability, as well as requests for services and equipment under the Canada Student Grant for Services and Equipment – Students with Disabilities (CSG-DSE), have changed for program year 2026/27. Additional information is available below.

DISABILITY STATUS - VERIFICATION PROCESS

ELIGIBILITY AND APPLICATION

To be eligible for the accessibility support programs offered by StudentAid BC, students must have their disability verified by StudentAid BC as a **permanent disability** (PD) or a **persistent or prolonged disability** (PPD).

- A **permanent disability** is defined as:

“Any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment – or a functional limitation – that restricts the ability of a person to perform the daily activities necessary to pursue studies at a post-secondary school level or to participate in the labour force and that is expected to remain with the person for the person’s expected life.”

- A **persistent or prolonged disability** is defined as:

“Any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment – or a functional limitation – that restricts the ability of a person to perform the daily activities necessary to pursue studies at a post-secondary school level or to participate in the labour force and has lasted, or is expected to last, for a period of at least 12 months but is not expected to remain with the person for the person’s expected life.”

- To have their disability verified as a PD or PPD, students must submit a Disability Verification Form, or a Psycho-Educational Assessment, through their [StudentAid BC Student Account](#).
- For the most up-to-date information and instructions on how to apply for disability status with StudentAid BC, please visit <https://studentaidbc.ca/apply/how-to-apply-disability-funding>.

CANADA STUDENT GRANT FOR SERVICES AND EQUIPMENT - STUDENTS WITH DISABILITIES (CSG-DSE)

PURPOSE

The CSG-DSE is available to full-time or part-time students with verified disabilities (PD or PPD) who require financial resources for exceptional education-related services and/or equipment.

FUNDING INFORMATION

Eligible students can receive up to \$20,000 in non-repayable student financial assistance for each program year that the student is enrolled in an eligible post-secondary program at a designated post-secondary institution.

ELIGIBILITY CRITERIA

To be eligible for the CSG-DSE a student must:

- Qualify for a federal student loan.
- Demonstrate at least \$1 of federal assessed financial need¹.
- Be enrolled in full-time or part-time studies at a designated post-secondary institution.
 - Note: Students attending international private for-profit institutions are not eligible for the CSG-DSE.
- Have a verified permanent disability (PD) or a persistent or prolonged disability (PPD).
- Have exceptional education related costs for services or equipment due to their disability.

SERVICE REQUESTS

Service requests are initiated by the institution Accessibility Coordinator using the CSG-DSE Service Request Form online. A link to the online form can be found on the [Institution Officials](#) page on the StudentAid BC website, in the Directed Programs forms and resources area.

¹ If the initial need assessment did not demonstrate at least \$1 of demonstrated financial need, then the estimated costs for the equipment and/or services that would be approved (if financial need is established) can be included in the need assessment. If the financial need is then calculated at \$1 or more, the student is eligible for CSG DSE funding only.

Accessibility Coordinators and students should ensure that requests meet the following requirements:

- A description of the service and information on service provision (including course name, course dates, hourly rate, and frequency of service).
- Service provider name, contact information, and organization (if applicable).
- The Accessibility Coordinator should confirm that the service provider has the appropriate qualifications to provide the service.
- The service request should indicate whether payment for CSG-DSE should be forwarded to the student, or in care of the Accessibility Office at the post-secondary institution.

Accessibility Coordinators and students should also be aware that:

- Service requests will be processed in order of the date they are received.
- Equipment and/or services not included in Table 1, or which exceed the listed cost or frequency of entitlement, require a rationale from the Accessibility Coordinator or a qualified assessor.
 - The rationale must describe how the equipment and/or service addresses an exceptional disability-related barrier to education and will be assessed on a case-by-case basis.
 - Accessibility Coordinators can use the notes field provided within the online Service Request Form to specify exception rationale.
- Family member(s) MUST have prior approval from SABC before providing a service.
- Service Requests are processed term by term².
- Please include all the services for a student on one service request – the online Service Request Form includes the ability to add rows for each service requested.
- SABC considers the services requested as being recommended by the Accessibility Coordinator.
- Once services are approved, an approval letter will be uploaded to the Student Account, and the requesting Accessibility Coordinator will be emailed a copy.
- Cheques will be mailed to either the student, or in care of the Accessibility Office at the post-secondary institution.
- It is preferred that all service request forms are submitted as early in the student's study period as possible, and **no later than 4 weeks prior to the study end date**. Service requests received after study end date may not be processed. CSG-DSE funding will not be issued after the study end date.
- Students who do not provide receipts demonstrating the CSG-DSE funding was used for its intended purpose, or who do not return unused funds, may not be eligible for further funding.

To avoid delays in processing, it is highly recommended that Accessibility Coordinators access the ATBC ATWIS Portal to confirm that there are no current outstanding receipts

² For an academic program, 'term' means a four-month period of study. For a vocational or trade program, 'term' can mean from 12 to 26 weeks.

associated with the student's file and to confirm the student has adequate funding available. Service requests with outstanding receipts will not be processed until all receipts and/or unused funds are returned. To access the ATBC ATWIS portal please contact [ATBC](#).

A list of eligible CSG-DSE service types is available in Table 1.

SERVICE PROVIDER RECEIPT FORMS

Service Provider Receipt Forms confirm funding was utilized for its intended purpose and must:

- Be complete.
- Have signatures of both the service provider and student, as well as indicate the service provider organization (if applicable).
- Match the services, hours, rates, and service provider(s) that were indicated in the approval letter.

To return unused funds, submit a cheque, bank draft or money order, payable to the Minister of Finance, by mail to:

Ministry of Post-Secondary Education and Future Skills
StudentAid BC – Directed Programs Unit
PO Box 9173 Stn Prov Govt
Victoria BC V8W 9H7

- Please ensure submission of unused funds is clearly marked “CSG-DSE repayment” and includes Page 1 of the Service Provider Receipt form, as well as the student's first and last names.
- SABC will not process service requests if there are outstanding receipts from previous services.
- **Outstanding receipts or unused funds will impact the student's future eligibility for CSG-DSE funding.**

EQUIPMENT REQUESTS

- Equipment requests are initiated by the institution Accessibility Coordinator by submitting an online Equipment Request Form. A link to the online form can be found in the [Institution Officials](#) page of the StudentAid BC website, in the Directed Programs forms and resources area.
- ATBC will identify and provide the equipment needed to address the identified accessibility related barrier(s) to education.
- Students will NOT be reimbursed for any technology and/or equipment purchased independently.

A listing of eligible CSG-DSE equipment types is available in Table 1.

STUDENTS IN MIXED PROGRAMS (POST-SECONDARY AND NON-POST-SECONDARY COURSES)

- Students who are enrolled in both post-secondary and non-post-secondary courses are considered to be in a post-secondary program for the purpose of determining CSG-DSE eligibility. They can access CSG-DSE funds for equipment and/or services for both post-secondary and non-post-secondary courses.
- Non-post-secondary courses include Adult Basic Education (ABE), English as a Second Language (ESL) and Accessible Education and Training (AET).

DISABILITY ASSESSMENT REIMBURSEMENT (DAR)

- Students who have paid for and submitted medical documentation/a disability assessment in order to verify their disability (PD or PPD) for CSG-DSE eligibility, and whose disability is subsequently confirmed/verified, can apply to the CSG-DSE to receive a reimbursement of 100% of the cost of the medical documentation or assessment, **up to a maximum of \$3,500** per program year.
 - This can include costs paid to a medical assessor(s) for the completion of the Disability Verification Form if the student is charged by the medical assessor for filling it out.
 - This funding is included in the maximum \$20,000 available through the CSG-DSE.
- There is no limit to the number of unique conditions verified. Applicants being verified for multiple conditions separately can receive reimbursement for the cost of the applicable medical assessment costs.
- Applicants seeking reimbursement for assessment costs must have had their assessments conducted in the six months prior to their study period start date, up to their study period end date.
- The assessment must be conducted by an assessor who is qualified by the applicable governing body within the jurisdiction where the assessment was conducted.
- The medical assessment must clearly indicate that the diagnosed condition meets the definition of either PD or PPD.
- To apply for the Disability Assessment Reimbursement:
 - Students must upload a receipt or invoice (marked paid) to their [Student Account](#) (or their [Student Dashboard](#) if they submitted their StudentAid BC loan application before June 23, 2026).
 - StudentAid BC will review the request and issue a reimbursement, if applicable.

ASSISTANCE PROGRAM FOR STUDENTS WITH DISABILITIES (APSD)

PURPOSE

The APSD is designed to supplement the CSG-DSE funding for students who have exhausted their CSG-DSE funding in a program year.

The APSD also provides funding for access to exceptional education-related services and/or equipment for students with disabilities who are enrolled in non-post-secondary education programs (i.e., Adult Basic Education, English as a Second Language, or Accessible Education and Training) at a designated public or private post-secondary institution.

APSD funds can be used for all CSG-DSE eligible services and equipment (except the Disability Assessment Reimbursement) identified in Table 1. For information on costs associated with equipment, please contact SABC or ATBC.

FUNDING INFORMATION

The APSD is a block funded program from the Ministry of Post-Secondary Education and Future Skills (PSFS) and is administered by public post-secondary institutions. Eligible students can receive up to \$10,000 (\$12,000 if attendant care is required) in grant funding for each program year that the student is enrolled in an eligible post-secondary and/or non-post-secondary program.

ELIGIBILITY CRITERIA AND APPLICATION REQUIREMENTS

- Students enrolled in post-secondary programs who are eligible for the CSG-DSE are eligible for the APSD once they have exhausted their CSG-DSE funding in a program year.
- Students enrolled in non-post-secondary programs can apply for APSD funding by submitting an [APSD application form](#) to their public post-secondary institution.
- Students enrolled in non-post-secondary education programs must demonstrate financial need by completing the income section of the APSD application form. Eligibility for funding is assessed using a standard income threshold table based on the student's family size
- The APSD application form outlines the medical documentation required to verify a student's disability (PD or PDD).
- The adjudication of medical documentation and financial need assessment are performed by officials at the post-secondary institution who administer the APSD program.
- Students with accessibility challenges who are attending private designated post-secondary institutions in B.C. may also access APSD funding by having institution

staff forward an email to SABC's [Directed Programs Unit](#). The email must provide the student's name and StudentAid BC application number, and it must describe, and provide rationale for, the requested equipment and/or services.

ADMINISTRATION AND REPORTING REQUIREMENTS

- Each year, public post-secondary institutions are required to report information on annual APSD use, including information on student ID, service and/or equipment type and expenditures.
- Reporting packages are sent out in June of each year and are due back to the SABC Student Services Finance team by August 31st.

LEARNING DISABILITY ASSESSMENT BURSARY (LDAB)

PURPOSE

The LDAB is a bursary designed to assist students to obtain a current learning disability assessment (i.e., Psycho-Educational Assessment) for the purpose of establishing eligibility for accessibility-related StudentAid BC and post-secondary institution supports. The LDAB is intended to support students who do not have a current learning disability assessment or whose assessment is outdated.

The LDAB is **not** intended for students who are already eligible for SABC accessibility related support programs.

FUNDING INFORMATION

The LDAB is a block funded program through the Ministry of Post-Secondary Education and Future Skills (PSFS) and is administered by public post-secondary institutions. Students can receive a one-time bursary of up to \$3,500 towards the up-front cost of a learning disability assessment.

ELIGIBILITY CRITERIA AND APPLICATION REQUIREMENTS

- Eligibility for the LDAB is assessed based on the [Learning Disability Screening Tool](#) and the recommendation of the Accessibility Coordinator at the public post-secondary institution.
- Applicants must:
 - Be a full-time or part-time student at a B.C. public post-secondary institution enrolled in a post-secondary program.
 - Demonstrate financial need through the Student Financial Assistance (student loans) application process.
 - Not be in default of a BC Student Loan.

- Not already verified as a student with a disability (PD or PPD) with SABC.
- Students apply for the LDAB through the Accessibility Office at their public post-secondary institution using the [LDAB Application Form](#).
- Accessibility Coordinators should ensure that the Learning Disability Screening Tool is applied when screening potential candidates for the LDAB, especially in situations where there is no previous history or documentation of a learning disability.
- The Accessibility Coordinator can recommend either approval or denial of funding based on the eligibility requirements, the results of the screening tool and their assessment of the applicant.
- Accessibility Coordinators should ensure that the applicant signs both the Application Form Declaration (Section 2) and the Undertaking and Assignment (Section 3).
- The Undertaking and Assignment outlines the commitment by the student to apply for the Disability Assessment Reimbursement through the CSG-DSE and to return any reimbursement amount (up to \$3,500) to the institution's LDAB account.
- If the Learning Disability Assessment results in a diagnosis of a disability other than a learning disability, students can still apply for disability status through their StudentAid BC Student Account, by following the directions located at <https://studentaidbc.ca/apply/how-to-apply-disability-funding>.
 - Students will be required to have a Disability Verification Form completed by a qualified medical assessor and verified by SABC for their disability in order to confirm eligibility for CSFA and SABC accessibility-related programs.

ADMINISTRATION AND REPORTING REQUIREMENTS

- Public post-secondary institutions in B.C. are provided with annual LDAB funding by SABC. Each institution will receive annual funding disbursement of up to \$10,000 depending upon the previous year's reported program expenditures and CSG-DSE Learning Disability Reimbursements received; and,
- Each year, public post-secondary institutions are required to report information about their annual LDAB use to SABC. The reports include information on student identification, study period, assessment cost, reimbursement amounts, etc. and are due by August 31st of each year.

FREQUENTLY ASKED QUESTIONS

Q: Where do I find SABC forms?

A: Forms for students' use can be found online at the [StudentAid BC Form Library](#). Forms for post-secondary institution officials' use can be found online at [StudentAid BC Institution Officials](#).

Q: Does SABC issue T4A tax forms to students?

A: T4As for most grant programs are issued by the SABC Student Services Finance team, except for T4As for APSD funding which is paid to the student by a block-funded post-secondary institution (i.e., a B.C. public post-secondary institution). In these cases, the post-secondary institution will issue the T4A.

T4As will be issued by SABC to students who receive funds from the following programs:

- BC Access Grant for Students with Disabilities
- BC Access Grant for Deaf Students
- Canada Student Grant for Services and Equipment - Students with Disabilities
- Supplemental Bursary for Students with Disabilities
- Assistance Programs for Students with Disabilities (for students at private post-secondary institutions only)

Q: What happens if a cheque is lost or missing?

A: Cheques will be stale-dated 6 months after the date of issue. If a cheque is lost, missing, or stale-dated, please contact the StudentAid BC [Directed Programs Team](#).

CONTACT INFORMATION

For any questions or inquiries regarding SABC's Accessibility Support programs or services, please contact the StudentAid BC [Directed Programs Team](#).

Students seeking additional accessibility contact information should be directed to the [StudentAid BC Accessibility Programs and Services Resource Directory](#).

TABLE 1: APPROVED SERVICES AND EQUIPMENT FOR THE CSG-DSE GRANT AND APSD PROGRAM

Note: StudentAid BC officers have discretion, on a case-by-case basis, to establish maximum admissible costs for education-related services and equipment related to a student's disability and circumstances.

Exceptions to the approved services and equipment noted in the table below, including exceptions to the cost and frequency of entitlement, should be accompanied by a written rationale from a qualified assessor. The rationale should include recommendations from a relevant disability organization or from a medical professional. **It MUST also explain how the equipment or service supports the student's specific disability-related functional limitations in a post-secondary context.** Where appropriate, it may also include specific details such as the name of the supplier, cost or frequency. Submissions will be reviewed on an individual basis.

Price estimates include a 15% tax rate. The costs quoted below are for the cost of services and equipment only. Institutions may not charge or collect an administration fee from CSG-DSE funding.

Annual and monthly subscription costs are eligible for reimbursement. The minimum amount of a software subscription/renewal reimbursement is \$50 per application.

ELIGIBLE SERVICES			
SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
Specialized tutor	Up to a maximum of \$60 per hour for undergraduate and \$80 for graduate programs.	A base of 2 hours per week per course or as otherwise recommended by a student's assessor or	- Costs of either in-person or online tutoring are eligible for funding. - Specialized tutors should only be approved for courses in which a student

³ Note: A loan year runs from August 1 to July 31st

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
		Accessibility Coordinator at the school. The cost depends on the course subject, the level of specialized knowledge required to address cognitive barriers, type of disability, and the qualifications of the specialized tutor.	has a demonstrated disability. For example, a student with a learning disability in math should not be approved funding for a specialized tutor for courses other than math. - Students who require (1) an increase in specialized tutoring hours, or (2) a specialized tutor for courses for which they do not have a demonstrated disability, are required to provide additional medical or specialist (e.g., disability assessor or coordinator) documents noting the reasons for the changes and how the specialized tutor is helping with their disability. - A portion of the funding provided for specialized tutors can be allocated to administration fees <i>only if</i> those fees are specific to the provision of the service (e.g., hiring and training of tutors, matching of tutors to students, etc.).
Note taking	Up to a maximum of \$1,000 per course.		For service providers who take class notes for students with disabilities and who are not otherwise enrolled in the class.

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			- App-based services can be considered, for example Note Taking Express (NTE). - If an individual provides support as both a tutor and a note-taker, they may charge two separate fees. - If a student requests both note taking and note sharing services, rationale is required as to why both are required.
Note sharing	Up to a maximum of \$250 per course or \$500 per license, whichever is less.		- For students who share legible notes with the applicant for classes in which they are both enrolled. - If a student requests both note taking and note sharing services, rationale is required as to why both are required.
Reader	Up to a maximum of \$25 per hour.		- If reading technology is not available, students with no or low vision, or learning disabilities, may be approved funding for reading services for educational material. - If an individual provides support as both a tutor or note-taker and a reader, they may charge two separate fees.
Typist / Transcriptionist	Up to a maximum of \$35 per hour.	Four hours per week per course.	Provides a service for students with functional impairment in typing their

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			coursework, for example in thesis or extended writing-based projects.
Audio description services For example: • Interpreter • Captioning • Oral sign language • Deaf-blind intervenor • Audio descriptor • Remote Communication Access Real-Time Translation • Video description services	Up to a maximum of \$140 per hour.		• For example, American Sign Language (ASL).

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
Educational attendant care	Up to a maximum of \$90 per hour.	Number of hours will vary according to the recommendation of the assessor.	- Funding is intended to pay for attendant care for activities related to participating in post-secondary education. This may include a site off-campus, such as clinical practicums required for completion of a post-secondary study, with sufficient rationale. - Attendant care providers primarily provide physical assistance to students (e.g., help navigating classrooms or using lab equipment). - Attendant care providers must be fully certified according to their provincial/territorial regulatory body. - If an individual provides support as both a tutor/reader/note-taker and an educational attendant, additional rates may be considered.
Orientation and Mobility Specialist (O&M)	Up to a maximum of \$110 per hour.	Up to 10 hours per semester.	- An O&M specialist provides training designed to develop or relearn the skills and concepts a blind or visually impaired persons needs to travel safely and independently through their environment. - The required hours per semester may vary significantly depending on the size

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			and complexity of institution campus, or the need to access multiple campuses. Requests in excess of the identified maximum (10 hours per semester) should be accompanied by additional information and rationale for the increase. • O&M specialists must be fully certified according to their provincial/regulatory body. The Canadian Institute for the Blind is the best source of standards for credentials. • However, if the applicant's institution provides an O&M specialist, additional reimbursement should not be provided.
Behaviour Coach, Trainer, Assistant or Strategist/ Education Interventionist	Up to a maximum of \$80 per hour.	Number of hours will vary according to the recommendation of the assessor.	• Funding is intended to pay for behaviour support/coaching for education related activities. • The support can be provided to students who experience a functional limitation related to behaviour. • Behaviour coaches must have a Bachelor's degree, diploma, or certificate in a related field (e.g. rehabilitation, psychology, teachers' training, special education, community support work,

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			social services, etc.) and over 1 years' related experience or an equivalent combination of training and/or experience If an individual provides support as both a tutor/reader/note-taker and a behavioural interventionist, additional rates may be considered.
Alternative formats - E-Text - MathML - Tactile - Large or Braille print - Recorded lectures (if available through the school)	Costs vary depending upon service provider and format used.	Once from initial print format.	- Some schools cover the costs of alternative formats as part of their duty to accommodate. If, however, a student's school does not cover these costs, funding should be approved. - Textbooks are scanned into electronic format (e-text) for reading. The e-text can also be converted into digital audio files for listening or reading with a refreshable Braille display. For reading difficulties, the most popular programs used are Kurzweil, Wynn, TextHelp, and Read: Out Loud. For visual impairments, the most popular programs are JAWS, Window Eyes, Zoomtext, and Kurzweil. - Institutions may charge to have textbooks scanned into the required file

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			format for students to use on their computers and/or digital media players.
Irlen's tinting	\$500	One time.	- For students with Irlen's Syndrome/ Scotopic Sensitivity Syndrome. - Maximum admissible cost includes shipping from the United States, where tinting process takes place.
Specialized transportation	Prices vary depending on location, service provider's schedule, and availability.	Transport to the school address from the student's place of residence only.	- Additional stops, such as for internships and co-op work placements, can be considered if sufficient rationale is provided. These stops must be directly related to fulfilling requirements of the student's post-secondary program of study. - Specialized transportation are forms of transport that are especially accessible and aligned with the particular disability needs of the student. Non-specialized transport can be considered in exceptional cases, for example, where non-accessible transport is entirely unavailable. Rationale is required, and the request should be cost effective at provincial and territorial discretion.

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
Academic strategy sessions	Up to \$150 per hour, up to a maximum of \$1,600 per term. \$200 (intake session)	A base of 10 hours per term or as otherwise recommended by a student's assessor or Accessibility Coordinator at the school. Intake charges are eligible to be funded once per term.	• This service would be for students with learning disabilities, ADHD, and/or other mental health disabilities. ADHD coaching is a different service and is not eligible for funding. • Funding should only be provided if the student's school does not provide academic strategists. • It is recommended that the service provider's credentials include a teaching degree in special education. • Students who require an increase in academic strategist hours are required to provide additional medical or specialist (e.g., disability assessor or coordinator) documents noting the reasons for this need and how the academic strategist is helping with their disability in the post-secondary environment. • Group strategy sessions may be approved if specific rationale is provided as to how the session will address the student's identified functional limitation (e.g., time management, exam preparation). • Academic Strategists help students to identify and develop key academic skills

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			(organization, time management, note-taking, test taking, interpersonal dynamics, and more) to promote academic success.
Disability Verification Costs For example: • Completion of medical forms • Cost of disability assessment • A psycho-educational assessment	Up to \$3,500 per year		• Costs stemming from disability assessments, or the completion of medical forms, used to verify a persistent or prolonged disability or permanent disability. • Students are required to pay for their assessment or documentation upfront and are eligible for reimbursement once a disability is confirmed. • Only assessments or documentation used during disability verification are eligible and are not reimbursable retroactively outside of existing timelines of eligible purchase during pre-study and study periods. • Any forms or assessments included in an approved disability verification can be reimbursed. Students are not able to have verification costs reimbursed for a previously verified condition within the same loan year.

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

SERVICE	COST	FREQUENCY OF ENTITLEMENT ³	NOTES
			- Any assessment costs paid by third-party insurance or governmental or non-governmental sources, are not included in the reimbursement, which would only recover remaining outstanding costs. The reimbursement will cover only what the students pays. - However, assessment costs paid by targeted governmental programs, where the reimbursement is not retained by the student, are eligible.

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

ELIGIBLE EQUIPMENT		
EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
1. Computers, Tablets and associated technologies		
Complete computer systems, including peripheral devices (keyboard, mouse, headsets, drawing styluses like Apple Pencil, drawing tablet or drawing monitor), MS Office 365 (Student Edition), and warranty (if not included). *Build your own computers are not covered.	Once every 4 loan years (upgrade or replacement, whichever is less).	- Includes desktops, laptops, and tablets. - Rationales should be provided for related drawing devices such as a drawing tablet or drawing monitor demonstrating that the functions of the device cannot be performed by another device (i.e.: tablet) for which the student is receiving funding. - It is strongly recommended that computer system purchase price include a warranty for a minimum of three years. - If a computer's 3-year warranty expires before being eligible for replacement, a replacement computer may be provided in these instances (based on the most cost-effective option), pending clear rationale and proof of expired warranty. - Tablets or mini tablets should only be approved if a student has documentation demonstrating that the device is needed to perform multiple functions not performed by any other device (or combination of devices) at a similar cost. - Note: Only one computer package (i.e.: desktop, laptop, tablet or mini tablet) should be approved. However, students with exceptional needs may be allowed to

⁴ Note: A loan year runs from August 1 to July 31st

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
		purchase both if rationale is provided, however the four-year restriction on new purchases would reset if purchased within the original cycle. This rationale must demonstrate that 1) the tablet is needed to perform multiple functions not performed by any other device or combination of devices at a similar cost and; 2) that a laptop or a tablet alone would not meet the student's disability-related education needs. • Apple gift cards are not reimbursable.
Laptop/tablet carry case	Once every 4 loan years.	
All-in-one Printer (Printer/Scanner/Copier)	Once every 4 loan years.	• Printers may be included as part of a complete computer system; however, if a student (1) already has a computer and only needs a printer, or (2) was approved a computer purchase without a printer, then a printer purchase should be approved. The cost guidelines remain the same regardless of whether it is an individual purchase, or as part of the overall complete computer system. • Students with disability-related functional limitations that necessitate an all-in-one printer may be exempted from the cost guideline and purchase a higher cost printer if rationale is provided.
Office Software* *Assess if software is provided free by institution.	Annual cap.	• It is recommended that office software should be included as part of a complete computer system,

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		however, alternative software purchases may be approved. • Virtualization software to be identified at P/T discretion. • Where disability-related needs require the functionality of a professional version of desktop software, an upgrade may be approved. • Monthly or yearly subscriptions can be preferred when necessary for student's educational tasks and when cost-effective; costs may exceed the cap if sufficient rationale is provided.
External monitor	One time.	• Students with disability-related functional limitations that necessitate an external monitor are eligible, if rationale is provided. • Requests for monitors exceeding the cost guideline (e.g., E-link) should be accompanied by a rationale justifying greater cost.
2. Assistive Vision Devices		
Electronic Magnification Systems and Wearable Devices • Electronic Magnification Systems are generally referred to as electronic video magnifiers or closed-circuit television (the latter being what these	One time.	• Electronic Magnification Systems should only be approved for students with vision impairments, blindness, vision loss or other eye-related disabilities. • Wearable devices allow individuals to access visual information (i.e., text, faces, products, colors, etc.) conveyed by audio. Allows for long-term reading, and device should primarily address functional limitations in a post-secondary setting.

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
Guidelines used to refer to).		
3. Digital voice recorders / Smartpens / Reader Pens / Scanner		
Digital voice recorders Examples of companies that make digital voice recorders: • Sony • Olympus • Philips	Once every 4 loan years.	• To be used for the purpose of recording of class lectures/discussions, or storage of audio text files (e.g., textbooks).
Smartpen	Once every 4 loan years, plus replacement costs as needed.	• Students are able to purchase either the single pen or a bundle which includes case, ink refills, and smart notebooks. The stated cap applies for either single pen or bundle.
Reader Pen For example: • Scan marker	Once every 4 loan years, plus replacement costs as needed.	
Specialized digital recorder	Once every 4 loan years.	
4. Braille products		
Braille portable note taker	Once every 5 loan years (upgrade or replacement, whichever is less).	
Refreshable braille display	Once every 5 loan years (refurbishment or	• Rather than replace their refreshable braille display every 5 years, students should be encouraged to have it

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
	replacement, whichever is less).	restored/refurbished. Servicing typically costs a fraction of the cost of a new model.
Braille embosser (printer)	One time.	
5. Assistive listening devices		
FM Systems for use without hearing aids	Once every 4 loan years.	- For students who: - Are hard of hearing or have auditory processing disorders, or - who have Autism Spectrum Disorder (ASD), Attention Deficit Hyperactivity Disorder (ADHD)
FM Systems for use with hearing aids/cochlear implants	Once every 4 loan years.	For students who are deaf or hard of hearing.
Headphones For example: - Noise Canceling - Bone Conduction - Noise Isolating - Headset with microphone(s)	Once every 4 years.	- For students with hearing loss or attention issues. Headphones can be intended to reduce ambient noise, amplify sound or cancel others, and be used for voice recognition software. Rationale is required justifying the need for headphones and relation to applicant's disability. If a student requires multiple headphones for different uses, then a rationale is required, and total cost should remain within the cap. - Amounts exceeding the cost guideline, for students requiring specialized headphones (such as for use with hearing aids or cochlear implants), should be accompanied by a rationale.

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
Digital Stethoscope	Once every 4 years.	For students who are hard of hearing and enrolled in nursing, medicine or paramedicine programs.
6. Assistive technology software or applications <i>*Monthly or annual subscriptions are eligible expenses.</i>		
A variety of assistive technology products with attendant subscription costs (e.g., scan and read, talking dictionary, text to audio, e-text reader, screen magnification, smartphone applications) included in a single package. For example: TextHelp	One time plus upgrades or annual subscription costs, as necessary.	
7. Other software and subscriptions <i>*Software should include a maintenance (update) agreement, whenever possible. Subscriptions can be preferred when necessary for student's educational tasks and cost-effective.</i> <i>*Monthly or annual subscriptions are eligible expenses.</i>		
Voice/speech Recognition Software For example: Nuance Dragon	For professional, individual or academic version: One time plus upgrades every 2 loan years.	- Legal version: For students in legal programs only. Rationale outlining requirement for legal version must be provided. - Subscriptions can be considered, with the stated cap applying for total price across years of subscription.

TABLE 1: APPROVED SERVICES FOR THE CSG-DSE GRANT AND APSD PROGRAM

EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
	For legal version: Monthly or annual subscription.	
Computer-based hearing aid application For example: • SonicCloud	Annual subscription or longer-term subscription as preferable.	
Screen Reading Software For example: • JAWs • SuperNova Screen Reader	Monthly or annual subscription.	
Screen Magnification Software For example: • ZoomText • SuperNova	One time plus upgrades every 2 loan years. Monthly or annual subscription.	
Text to Speech Software For example: • Kurzweil • OpenBook • ClaroRead • Natural Reader • Speechify	One time plus upgrades every 2 loan years. Monthly or annual subscription.	

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
Assistive writing software For example: • TextHelp (Standard & Gold) • Grammarly Premium • Antidote	One time plus upgrades every 2 loan years, or lifetime license if available. Monthly or annual subscription.	• Most include word prediction, dictionary spell check, and text-to speech. • Any writing software that includes generative AI features that can edit writing beyond simple grammar (e.g.: style, tone, structure, etc.) must be used in accordance with post-secondary institutions' policies on academic integrity. They will also need to consider disability-related needs and program expectations regarding AI use in the course.
Organizational/ mapping software For example: • Inspiration • Clickup • Spark Learner	One time plus upgrades every 2 loan years. Monthly or annual subscription.	• Brainstorm mapping, outline building, writing process.
Smartphone applications For example: • DyslexiaKey • Ghotit Real Writer • Otter.ai • Whereby	One time plus upgrades as necessary, or annual subscriptions if more cost-effective. Monthly or annual subscription.	• Must include a description of the application and how it relates to a student's disability. • Some smartphone applications limit user access to one year, after which the subscription must be renewed (typically to upgraded software). Requests for renewal should be automatically approved; the student is not required to re-submit a description of the application and how it relates to their disability. • Smartphone applications that are part of an assistive technology package should be subject to maximums in that category.

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
		Note: Funding is not provided to cover the costs of purchasing a smartphone or of data usage/contracts.
Note taking devices or computerized note taking For example: - Samson Go Mic (\$75) - Glean (\$250) - Rode microphone	Every four loan years or on subscription basis.	
Coloured overlay sheets	One time.	- For students with Irlen's Syndrome / Scotopic Sensitivity Syndrome. - For use with books and/or computer and smartphone screens.
Coloured lens overlay	One time.	For students with Irlen's Syndrome / Scotopic Sensitivity Syndrome.
Ergonomic equipment / furniture For example: - Table/ standing desk - Ergonomic chairs - Rolling backpack/ laptop case	One time (though ergonomic chairs can be permitted more than once (i.e., once every 5 years) based on demonstrated need and accompanying rationale).	- Other ergonomic equipment/ furniture may be considered eligible for funding on a case-by-case basis if medical documentation and/or rationale is provided. The requested equipment / furniture must be related to participation in postsecondary studies for students with physical disability or who have relevant disability-related functional limitations such as a mobility impact (e.g., standing, sitting) that necessitate this equipment. - Requests greater than the specified caps may be considered on a case-by-case basis. Additional documentation must be provided specifying how the equipment/ furniture being requested meets the

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EQUIPMENT CATEGORY	FREQUENCY OF ENTITLEMENT ⁴	NOTES
		student's disability-related functional limitations and is related to participation in postsecondary studies