

## APPLICATION FORM O-STATUUT

In art. 2 of the appendix "Regulations Special Statuses" of the Education and Examination Regulations, the application procedure for the O-statuuut is included. The coordination of the applications is taken care of by the care coordinator. Hand in this form to the care coordinator of your campus as soon as possible, and before the 15<sup>th</sup> of Octobre for the first semester or the 25<sup>th</sup> of February for the 2<sup>nd</sup> semester, together with the requested reports and / or certificates. Students who enroll passed these deadlines, hand in their application together with the ISP deadline.

You can find the contact details of your care coordinator at <https://www.odisee.be/en/apply-o-statuuut>.

Date of application:

Name + Surname:

Studentcard number (if already known):

Phone and/or mobile nr.:

Studies:

Campus:

Information regarding your support needs / diagnosis:

## ATTESTATION

Are you doubting what certificate you need to hand in? Contact the care coordinator of your campus. You can find the contact details of your care coordinator at <https://www.odisee.be/en/apply-o-statut>.

- I will submit a certificate of registration of the Flemish Agency for Persons with Disabilities
- I will submit a certificate of recognition of disability from the Disabled Persons Directorate General (certificate of increased Child Benefit or certificate of income substitution/integration benefit)
- I suffer from a learning disability and will submit a **motivated report from an approved centre** (Pupil guidance center (CLB), rehabilitation center, Code, Praxis P,...). This report includes examination reports, an overview of conducted tests, the achieved results and the conclusions of the examination
- in secondary education I received extra support because of specific needs and I will hand in a **motivated report or a report common curriculum from the pupil guidance centre (CLB)**  
in secondary education I received educational and / or exam facilities and I will hand in a **report from the school's student counselor team**

If you do not possess any of the above, you will need to hand in a VLOR+ document. The right document for each category can be found on <https://www.odisee.be/en/attestation-reports-o-statut>.

- I will submit a VLOR+ form (a form from the Flemish Education Council) completed by a doctor in the appropriate field or certified psychologist

## Privacy statement

When you contact a care coordinator, a file will be created. The file will be kept by the care coordinator. The medical segments of your file will also be kept and processed by.

All personal records collected by the care coordinator are confidential, and will be handled with the greatest care – in accordance with the Belgian and European privacy legislation.

Your personal data are processed because of the following reasons:

- To organize our facilities optimally. Only staff members or services of Odisee who are qualified to investigate and assign facilities can view your records.  
Other people or services will not be granted access to your records under any circumstances, unless you explicitly give them your permission.
- To send you invitations for activities or to send you relevant information.
- Your records can be used for scientific research in order to better adjust the education and services to different needs. Your records will be processed anonymously.

The person responsible for compliance to the laws of the protection of the personal records within STUVO is Mrs. Caroline Verschueren, Head of Service at STUVO. You can contact her if you wish to view your personal records and – if necessary – to correct them.

The undersigned agrees that his records will be used as set out above.

Student's signature:

Date and care coordinator's signature: