



APPLICATION DISABILITY ADAPTATIONS

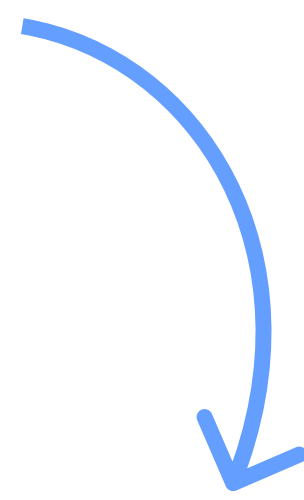
2025 - 2026



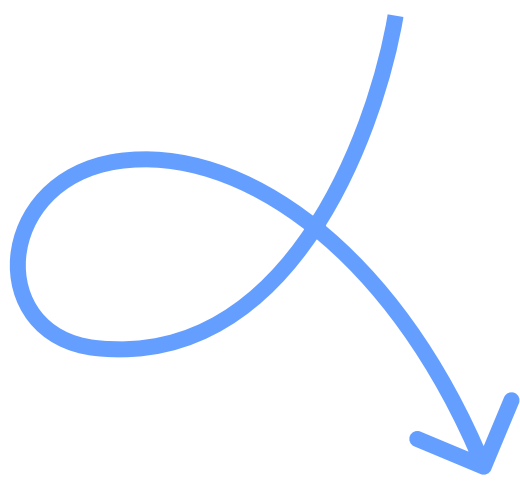
REGISTRATION
SERVICE

STAGES YOUR APPLICATION WILL GO THROUGH

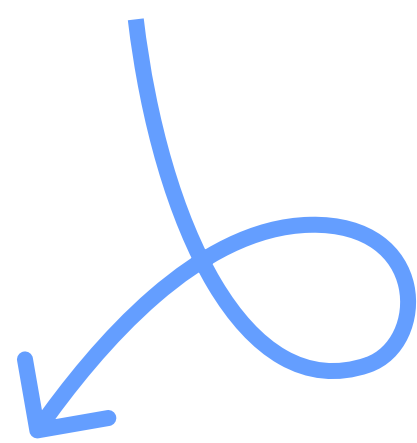
1. Access the form 'Request for Disability Adaptations' and complete it.



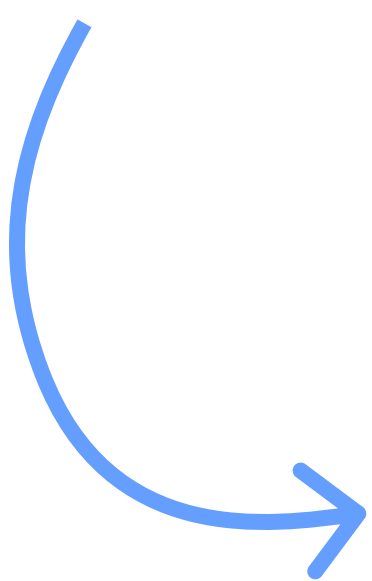
2. Submit it to the Registration Service by any of the available means.



3. It will be processed by the Educational Guidance Office (GOE).



4. This department will review your application and let you know its status.



5. You will be notified of the decision regarding the adaptations via email. Stay tuned!

SUBMIT METHODS

A. ONLINE:

Fill the online application form via the following link:

→ **Request for disability adaptations**

B. IN PERSON:

Please visit the Registration Service in person, where we will provide you with the application form and you can fill it in on the spot.



IN ALL CASES

The student concerned must complete and submit the application form themselves; otherwise, it will not be accepted for processing.

FREQUENTLY ASKED QUESTIONS

Where are the official deadlines for Requests for Educational Adaptations published?

Deadlines established for the 2025-2026 academic year are from 1 September to 31 October.

All deadlines and relevant information related to Educational Adaptations can be found in the Normativa de Evaluación para alumnos de Grado (Article 16), available on the UFV website.

Contact details for obtaining information about the presentation.

By emailing registro@ufv.es or calling 91.709.14.00 and asking to be transferred to the Registration Service.

Contact details for obtaining information on the status of my application and the decision.

By emailing sapne@ufv.es or calling 91.709.14.00 and asking to be transferred to the Service for People with Special Needs (SAPNE).

Where can you find us?

***Registration Service:
Central Building, Central Module.***

***University Extension - SAPNE:
Central Building, Module 3, External Access.***

What requirements must the diagnostic report I am required to provide meet?

1. Valid disability certificate or medical or therapeutic reports supporting the requested accommodations.
2. Issued by a medical professional.

FREQUENTLY ASKED QUESTIONS

Which department communicates the resolution and through what channel?

The Service for People with Special Needs (SAPNE) will be responsible for communicating the decision on the application via email. Please pay attention to the email address you provide in the application and check your spam folder.

As a student, should I inform the teachers of the favourable decision?

The department itself will inform the designated person for each degree programme of its application and monitoring.

The adaptation will apply to the entire assessment process for the 2025-2026 academic year (including mid-term examinations, ordinary and extraordinary examination sessions).

What kind of adaptations can be granted?

Each case will be assessed according to the student's needs, after the certificates have been submitted and the interview with the SAPNE department has been conducted.