

Canada Student Grant for Services and Equipment for Students with Permanent Disabilities (CSG PDSE)

Standard Costs and Frequency of Entitlement for Approved Services

Dated: May 2013

Provincial assessment officers have discretion, on a case-by-case basis, to establish applicable costs for exceptional education-related services and equipment related to the student applicant's disability and circumstances. The equipment costs indicated in the list below are to be used as guidelines only. (*Prices estimates are before taxes except for computer systems.*)

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Specialized tutor	<p>Up to \$40 per hour</p> <p>Service provider is responsible to ensure all service costs are covered in the hourly rate (such as: taxes, vacation pay, etc)</p> <p>Depends on course subject, the level of specialized knowledge required to address cognitive barriers, type of disability and qualifications of the specialized tutor</p>	<p>A base of 2 hours per week per course is available to students, or as recommended by the assessor and the disability coordinator at the school.</p> <p>*Students who have demonstrated disabilities in specific areas will receive a specialized tutor for those courses in which they have a demonstrated disability. For example: a student with a learning disability in Math only can not access a specialized tutor for those courses in which they do not have a demonstrated disability in.</p>	<p>Students requiring an increase in specialized tutoring hours or that require a specialized tutor for courses that they do not have a demonstrated disability in are required to provide additional medical documents noting the reasons for the changes and how the specialized tutor is helping with disability carriers (not course content or time management issues).</p>

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SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Note taker	\$250.00 per course maximum		If the same person who is the Tutor will also act as the Note taker, they may charge two different rates – one for note-taking and one for tutoring.
Reader	\$10 to \$20 per hour		If technology is unavailable, may use a reader outside of the educational institution to read educational material to student (Low vision, Learning Disabilities).
Interpreter/captioning Oral Sign/ Cart	\$30 to \$140 per hour		For ASL
Educational Attendant Care (While at school only)	Providers using fully certified contracted workers. Rates vary from \$20 to \$60 per hour. Number of hours will vary according to the recommendation of the assessor or specialist.	Students who also receive home care must make a clear distinction between services needed while at school, for course related activities only.	

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	Additional rates may be considered, if tutoring services are also provided.		
Alternate Formats E-Text, Large or Braille print, taped lectures (Only if not available through the school) Converting textbooks into e-text if not provided by PSE (e.g DAISY)	Costs vary depending upon service provider and format used. Details of cost breakdown to be provided.	Once from initial print format	<p>Some EI's cover this as part of the Duty to Accommodate. If the costs are not covered, and would be charged to PD students, then funding provided.</p> <p>Textbooks are scanned into electronic format (e-text) for reading with various software. The e-text can also be converted into audio files for listening to via MP3s. 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.</p> <p>Institutions may charge to have students' textbooks scanned into the required file format for students to use on their computers and/or MP3s.</p>

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			DAISY (Digital Accessible Information System) is another file format that text would be scanned and converted into, mainly used by the visually impaired. It can be software based for use on computers with screen reading software or refreshable Braille display or used on specific ebook readers and MP3s. It is audio based replacing the taped books used in the past (4-track recorders).
Specialized Transportation	Prices vary depending on city, rural and the service provider's schedules and availability to locations in province.	To the school address from the students place of residence only. Additional stops, co-op work terms, internships etc, can not be considered as part of the curriculum based travel.	

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SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Academic Strategist (Provides help with techniques on how to learn and organize)	\$25 to \$85 per hour , to a maximum of \$1350 per term Maximum \$2700 per loan year.	Usually a student will need 10 hours and is expected to progressively need less hours	<p>Recommended that the service provider's credentials include a teaching degree in special education</p> <p>Group strategy sessions may be approved with specific rationale as how the session will address the student's identified functional limitation. E.g. Time management, exam preparation for students with ADHD.</p> <p>Examples of services: individual and group training in such areas as organizational, analytical, comprehension, general study and coping skills, working with the students to incorporate a learning style suitable to their unique needs.</p> <p>Determine and implement appropriate academic accommodations and cognitive learning styles to develop study skills, organization and note-taking skills, memory, vocational</p>

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SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
			direction, interpersonal dynamics and time management to promote student academic success These services would be for students with LD, ADHD and or mental health disabilities Payment for services is only if the EI does not provide them as part of Disability or Student services
Assistive Software – Set-up/Installation/ Tutoring	Depends upon service provider and type of assistive software	One time – unless new disability software or justification given for refresher course	If specialized assistive software purchased and service not provided by the EI or as part of the computer package.

Canada Student Grant for Services and Equipment for Students with Permanent Disabilities (CSG PDSE)

Standard Costs and Frequency of Entitlement for Approved Equipment

Dated: May 2013

Provincial assessment officers have discretion, on a case-by-case basis, to establish applicable costs for exceptional education-related services and equipment related to the student applicant's disability and circumstances. The equipment costs indicated in the list below are to be used as guidelines only. *(Prices estimates are before taxes except for computer systems.)*

<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
COMPUTERS, PRINTERS, ASSESSORIES & ASSOCIATED SOFTWARE			
All Computers Systems (including warranty, printer, operating and MS office software such as Word Excel and PowerPoint printer, & taxes)	Max \$2000	Once every 5 loan years (upgrade or new system – whichever is less)	Exceptional circumstances may be reviewed on an individual basis. Includes Laptops and Tablets Funding for one time purchase of computer package of latptop,tablet, desktop See Personal Computer Devices for additional guidance
Note book carry case	\$70	Once every 2 loan years	If not part of initial laptop package
Printer	\$200	One time	Should be included in computer package if computer purchase previously approved
MS Office (Student Edition)	\$300	Once every 2 loan years	Should be included in computer package if computer previously approved
Operating System	\$250	Once every 2 loan years	Should be included in computer package if computer previously approved. Would only apply if new operating software needed for

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<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
			disability assistive software.
Large Screen Monitor (over 19 inches)	Provincial Discretion	One time	Low Vision Users
Scanners	\$350	One time	Should be included in computer package if computer previously approved Eg. Printer/scanner
PORTABLE COMPUTER DEVICES (TABLETS)	\$650 with clear rationale for this option	Once every five years	<p>E.g. I PADS Note: Only one computer package option can be selected – portable computer device, desktop or laptop</p> <p>Clear documentation of the rationale to fund such devices must explain why no other form of time management works for the student..</p> <p>iPads/ Playbooks that run computer software and other applications may be recommended to perform a number of functions, including note-taking, time management, digital recorder, electronic reader, assistance with oral communication.</p> <p>The devices should only be approved where documentation demonstrates that the device is needed to perform multiple functions not performed by any other devices, or</p>

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<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
			combination of devices, at a similar cost. Laptops and notebook computers provide similar functionality and may not be funded simultaneously with iPads/Playbooks. If a student has already received funding for a laptop, they may not receive funding for an iPad/Playbook as well.
WORDPROCESSORS - PORTABLE			
Alphasmart/DANA/NEO/Quickpad	\$600	One time	Lightweight note takers
CCTVs			
Stationary (ie. Optelec, SmartView, MagniLink, etc.)	\$5000	One time	Low Vision Users; Video Magnifiers used to enlarge text of printed material.
Portable CCTVs (for in class use & libraries) (I.e. Flipper, Optelec Traveler, Clarity Rio, Smartview Pocket, etc.)	\$2500	One time	
DIGITAL RECORDERS			
Digital Recorders; MP3,IPODS	\$200	One time	Audio recorders for class notes or storage of audio text files (books). MP3 can also be used for students who have a documented time management disability.

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<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
			MP3 players may also be approved as digital recorders iPods/MP3 players with calendar/reminder functions are sometimes recommended for students who have difficulty with time management and require a portable device that can keep track of the student's timetable.
SPELL CHECKERS			
Franklin Language Master 6000B	\$200	One time	LD users
Franklin Language Master 6000SE	\$550	One time	Blind/Low Vision
READING PENS/ACCESSORIES	\$300	Every five years	Able to scan words for audio feedback, definition, etc. .Example Echo
BRAILLE PRODUCTS			
Braille Portable Note Taker	\$5,000	Once every five loan years One time	
Refreshable Braille Display	\$6,000	Once every five loan years	
Braille Embosser (Printer)	\$2,500	Once every five loan	

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<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
		years	
FM SYSTEMS			Assistive Listening Devices
For use <u>without</u> hearing aids	\$800	One time	Hard of hearing; Auditory Processing Disorders
For use <u>with</u> hearing aids	\$4,000	One time	Hard of hearing
PERSONAL DIGITAL ORGANIZERS (PDAS)		Detailed justification; otherwise ineligible	
OTHER RELATED ITEMS			
i.e. Key to Access (Premier Products)	\$500	One time + upgrades every two loan years	Variety of assistive technology product in one package. i.e. scan & read, talking dictionary, text to audio, e-text reader, screen magnification
<u>SOFTWARE: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
VOICE RECOGNITION			
Dragon Naturally Speaking, MacSpeech, ViaVoice, iListen, etc.	\$250	One time + upgrades every two loan years	Speech to text software for individuals who <u>can</u> access the keyboard and mouse. Speech to text software for individuals who <u>cannot</u> access the keyboard and mouse.
Professional Versions of above.	\$1,100		Special Requirements with rationale provided as to why this level is needed.

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<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
Digital Recorder with Dragon Naturally Speaking Bundle	\$500	One time	Allows for transference of voice recorded notes to computer for conversion to text.
SCREEN READING SOFTWARE (VISUAL IMPAIRED) (i.e., JAWs, Window Eyes, etc.	\$1,400	One time + upgrades every two loan years	Includes maintenance agreement (upgrades)
SCREEN MAGNIFICATION SOFTWARE			
I.e., ZoomText, Lunar, MAGic, etc.	\$700	One time + upgrades every two loan years	Includes maintenance agreement (upgrades)
TEXT TO SPEECH (OCR) – VISUAL IMPAIRED READING I.e. Kurzweil 1000, OpenBook, etc.	\$1,100	One time + upgrades every two loan years	Includes maintenance agreement (upgrades) for visual impairment
TEXT TO SPEECH (OCR) – LD READING			
I.e. Kurzweil 3000, WYNN etc. (B/W) – Standard (Color) – If required	\$1,100 \$1,500	One time + upgrades every two loan years	Includes maintenance agreement (upgrades) For students with confirmed LD or ADHD
ASSISTIVE WRITING SOFTWARE			
I.e. TextHelp Standard & Gold, WordQ/SpeakQ, Write:OutLoud, Co:Writer	\$250 to \$700	One time + upgrades every two loan years	Most include word prediction, dictionaries, spell checkers, text-to speech
Organizational / Mapping I.e. Inspiration, Draft Builder, Spark-Space, etc.	\$100 to \$250	One time + upgrades every two loan years	Brainstorm mapping, outline building, to writing process

10.2 CSG-PDSE: Standard Costs and Frequency of Entitlement for Approved Equipment

Updated: Equipment Funding from February 2012 Meeting and April PDWG Call

Provincial assessment officers have discretion, on a case-by-case basis, to establish applicable costs for education-related services and equipment related to the student applicant's disability and circumstances. The equipment costs indicated in the list below are to be used as guidelines only. *(Prices estimates are before taxes except for computer systems.)*

<u>EQUIPMENT: ITEM /CATEGORY & USAGE</u>	<u>COST</u>	<u>FREQUENCY OF ENTITLEMENT</u>	<u>NOTES</u>
COMPUTERS, PRINTERS, ASSESSORIES & ASSOCIATED SOFTWARE			
All Computers Systems (including warranty, printer, operating and MS office software such as Word Excel and PowerPoint printer, & taxes)	Max \$2000	Once every 5 loan years (upgrade or new system – whichever is less)	Exceptional circumstances may be reviewed on an individual basis. Includes Laptops and Tablets Funding for one time purchase of computer package of laptop,tablet, desktop See Personal Computer Devices for additional guidance
Note book carry case	\$70	Once every 2 loan years	If not part of initial laptop package
Printer	\$200	One time	Should be included in computer package if computer purchase previously approved
MS Office (Student Edition)	\$300	Once every 2 loan years	Should be included in computer package if computer previously approved
Operating System	\$250	Once every 2 loan years	Should be included in computer package if computer previously approved. Would only apply if new operating software needed for

<u>EQUIPMENT:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
			disability assistive software.
Large Screen Monitor (over 19 inches)	Provincial Discretion	One time	Low Vision Users
Scanners	\$350	One time	Should be included in computer package if computer previously approved Eg. Printer/scanner
PORTABLE COMPUTER DEVICES (TABLETS)	\$650 with clear rationale for this option	Once every five years	<p>E.g. I PADS Note: Only one computer package option can be selected – portable computer device, desktop or laptop</p> <p>Clear documentation of the rationale to fund such devices must explain why no other form of time management works for the student..</p> <p>iPads/ Playbooks that run computer software and other applications may be recommended to perform a number of functions, including note-taking, time management, digital recorder, electronic reader, assistance with oral communication.</p> <p>The devices should only be approved where documentation demonstrates that the device is needed to perform multiple functions not performed by any other devices, or combination of devices, at a similar cost. Laptops and notebook computers provide similar functionality and may not be funded simultaneously with iPads/Playbooks. If a student has already received funding for a laptop, they may not receive funding for an</p>

<u>EQUIPMENT:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
			iPad/Playbook as well.
WORDPROCESSORS - PORTABLE			
Alphasmart/DANA/NEO/Quickpad	\$600	One time	Lightweight note takers
CCTVs			
Stationary (ie. Optelec, SmartView, MagniLink, etc.)	\$5000	One time	Low Vision Users; Video Magnifiers used to enlarge text of printed material.
Portable CCTVs (for in class use & libraries) (I.e. Flipper, Optelec Traveler, Clarity Rio, Smartview Pocket, etc.)	\$2500	One time	
DIGITAL RECORDERS			
Digital Recorders; MP3, IPODS	\$200	One time	<p>Audio recorders for class notes or storage of audio text files (books). MP3 can also be used for students who have a documented time management disability.</p> <p>MP3 players may also be approved as digital recorders</p> <p>iPods/MP3 players with calendar/reminder functions are sometimes recommended for students who have difficulty with time management and require a portable device that can keep track of the student's timetable.</p>

<u>EQUIPMENT:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
SPELL CHECKERS			
Franklin Language Master 6000B	\$200	One time	LD users
Franklin Language Master 6000SE	\$550	One time	Blind/Low Vision
READING PENS/ACCESSORIES	\$300	Every five years	Able to scan words for audio feedback, definition, etc. .Example Echo
BRAILLE PRODUCTS			
Braille Portable Note Taker	\$5,000	Once every five loan years One time	
Refreshable Braille Display	\$6,000	Once every five loan years	
Braille Embosser (Printer)	\$2,500	Once every five loan years	
FM SYSTEMS			Assistive Listening Devices
For use <u>without</u> hearing aids	\$800	One time	Hard of hearing; Auditory Processing Disorders
For use <u>with</u> hearing aids	\$4,000	One time	Hard of hearing
PERSONAL DIGITAL ORGANIZERS (PDAS)		Detailed justification; otherwise ineligible	
OTHER RELATED ITEMS			
i.e. Key to Access (Premier Products)	\$500	One time + upgrades every two loan years	Variety of assistive technology product in one package. i.e. scan & read, talking dictionary, text to audio, e-text reader, screen magnification
<u>SOFTWARE:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
VOICE RECOGNITION			

<u>EQUIPMENT:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Dragon Naturally Speaking, MacSpeech, ViaVoice, iListen, etc.	\$250	One time + upgrades every two loan years	Speech to text software for individuals who can access the keyboard and mouse. Speech to text software for individuals who cannot access the keyboard and mouse.
Professional Versions of above.	\$1,100		Special Requirements with rationale provided as to why this level is needed.
Digital Recorder with Dragon Naturally Speaking Bundle	\$500	One time	Allows for transference of voice recorded notes to computer for conversion to text.
SCREEN READING SOFTWARE (VISUAL IMPAIRED) (i.e., JAWs, Window Eyes, etc.	\$1,400	One time + upgrades every two loan years	Includes maintenance agreement (upgrades)
SCREEN MAGNIFICATION SOFTWARE			
I.e., ZoomText, Lunar, MAGic, etc.	\$700	One time + upgrades every two loan years	Includes maintenance agreement (upgrades)
TEXT TO SPEECH (OCR) – VISUAL IMPAIRED READING I.e. Kurzweil 1000, OpenBook, etc.	\$1,100	One time + upgrades every two loan years	Includes maintenance agreement (upgrades) for visual impairment
TEXT TO SPEECH (OCR) – LD READING			
I.e. Kurzweil 3000, WYNN etc. (B/W) – Standard (Color) – If required	\$1,100 \$1,500	One time + upgrades every two loan years	Includes maintenance agreement (upgrades) For students with confirmed LD or ADHD
ASSISTIVE WRITING SOFTWARE			
I.e. TextHelp Standard & Gold, WordQ/SpeakQ, Write:OutLoud, Co:Writer	\$250 to \$700	One time + upgrades every two loan years	Most include word prediction, dictionaries, spell checkers, text-to speech
Organizational / Mapping	\$100 to	One time + upgrades	Brainstorm mapping, outline building, to

<u>EQUIPMENT:</u> ITEM /CATEGORY & USAGE	COST	FREQUENCY OF ENTITLEMENT	NOTES
I.e. Inspiration, Draft Builder, Spark-Space, etc.	\$250	every two loan years	writing process

10.3 CSG-PDSE: Standard Costs and Frequency of Entitlement for Approved Services

Finalized from February PDWG Meeting and June 7, 2012 PDWG Call

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Specialized tutor	Up to \$40 per hour Service provider is responsible to ensure all service costs are covered in the hourly rate (such as: taxes, vacation pay, etc) Depends on course subject, the level of specialized knowledge required to address cognitive barriers, type of disability and qualifications of the specialized tutor	A base of 2 hours per week per course is available to students, or as recommended by the assessor and the disability coordinator at the school. *Students who have demonstrated disabilities in specific areas will receive a specialized tutor for those courses in which they have a demonstrated disability. For example: a student with a learning disability in Math only can not access a specialized tutor for those courses in which they do not have a demonstrated disability in.	Students requiring an increase in specialized tutoring hours or that require a specialized tutor for courses that they do not have a demonstrated disability in are required to provide additional medical documents noting the reasons for the changes and how the specialized tutor is helping with disability carriers (not course content or time management issues).
Note taker	\$250.00 per course maximum		If the same person who is the Tutor will also act as the Note taker, they may charge two different rates – one for note-taking and one for tutoring.
Reader	\$10 to \$20 per hour		If technology is unavailable, may use a reader outside of the educational institution to read educational material to student (Low vision, Learning Disabilities).
Interpreter/captioning	\$30 to \$140 per hour		

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
Oral Sign/ Cart			For ASL
Educational Attendant Care (While at school only)	<p>Providers using fully certified contracted workers. Rates vary from \$20 to \$60 per hour.</p> <p>Number of hours will vary according to the recommendation of the assessor or specialist.</p> <p>Additional rates may be considered, if tutoring services are also provided.</p>	Students who also receive home care must make a clear distinction between services needed while at school, for course related activities only.	
Alternate Formats E-Text, Large or Braille print, taped lectures (Only if not available through the school) Converting textbooks into e-text if not provided by PSE (e.g DAISY)	Costs vary depending upon service provider and format used. Details of cost breakdown to be provided.	Once from initial print format	<p>Some EI's cover this as part of the Duty to Accommodate. If the costs are not covered, and would be charged to PD students, then funding provided.</p> <p>Textbooks are scanned into electronic format (e-text) for reading with various software. The e-text can also be converted into audio files for listening to via MP3s. For reading difficulties the most popular programs used are Kurzweil, Wynn, TextHelp and Read: Out Loud. For visual impairments the</p>

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
			<p>most popular programs are JAWS, Window Eyes, Zoomtext and Kurzweil.</p> <p>Institutions may charge to have students' textbooks scanned into the required file format for students to use on their computers and/or MP3s.</p> <p>DAISY (Digital Accessible Information System) is another file format that text would be scanned and converted into, mainly used by the visually impaired. It can be software based for use on computers with screen reading software or refreshable Braille display or used on specific ebook readers and MP3s. It is audio based replacing the taped books used in the past (4-track recorders).</p>
Specialized Transportation	Prices vary depending on city, rural and the service provider's schedules and availability to locations in province.	<p>To the school address from the students place of residence only.</p> <p>Additional stops, co-op work terms, internships etc, can not be considered as part of the curriculum based travel.</p>	

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
<p>Academic Strategist (Provides help with techniques on how to learn and organize)</p>	<p>\$25 to \$85 per hour , to a maximum of \$1350 per term Maximum \$2700 per loan year.</p>	<p>Usually a student will need 10 hours and is expected to progressively need less hours</p>	<p>Recommended that the service provider's credentials include a teaching degree in special education</p> <p>Group strategy sessions may be approved with specific rationale as how the session will address the student's identified functional limitation. E.g. Time management, exam preparation for students with ADHD.</p> <p>Examples of services: individual and group training in such areas as organizational, analytical, comprehension, general study and coping skills, working with the students to incorporate a learning style suitable to their unique needs.</p> <p>Determine and implement appropriate academic accommodations and cognitive learning styles to develop study skills, organization and note-taking skills, memory, vocational direction, interpersonal dynamics and time management to promote student academic success</p> <p>These services would be for students with LD, ADHD and or mental health disabilities</p>

SERVICE	COST	FREQUENCY OF ENTITLEMENT	NOTES
			Payment for services is only if the EI does not provide them as part of Disability or Student services
Assistive Software – Set-up/Installation/ Tutoring	Depends upon service provider and type of assistive software	One time – unless new disability software or justification given for refresher course	If specialized assistive software purchased and service not provided by the EI or as part of the computer package.