Habitat Learn



BSWD Funding Guide

for Accessibility Advisors

Note-taking software, human notes, live note-takers and captioners your students may fund through BSWD and CSG-DSE.

habitatlearn.com · 1-888-763-2966 · notes@habitatlearn.com

FOR ACCESSIBILITY ADVISORS

Note-taking support for your students

If you're considering note-taking support for a student, this guide sets out what Habitat Learn offers, what it costs, and how the funding process works with us, to help you decide whether it's the right fit.

In this guide

- Our services and BSWD prices
- How they relate to common recommendations
- What's included in each
- How the process works with us

What we take care of

- A quote for the student's application
- Invoicing once they're approved
- Setting up their software or services
- A receipt for student aid



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SERVICES

What Habitat Learn offers

Four kinds of note-taking support, all at special BSWD rates for students funded through BSWD / CSG-DSE.

Note-taking software

$239.88 / year

Messenger Pigeon Standard plan. The student records lectures, gets a transcript, and makes notes at their own pace.

Students sign up through us, not in the App Store, so the receipt matches the quote.

Software + human summary notes

$599.99 / year

Messenger Pigeon Pro Plan: everything in Standard, plus one of our professional note-takers listens to the lecture audio and writes summary notes.

Only available through this quote process, not in the App Store.

Live note-taker

$25 / hour

A professional note-taker joins the student's classes, remotely or in person.

$35/hour for Interpreter Fund students, typically Deaf or hard of hearing, because the notes are more detailed.

Live captioner

$70 / hour

A professional captioner attends classes in person and provides live captions.

In person, funded through the Interpreter Fund.

SERVICES

How our services relate to common recommendations

Every student's needs are different, and the right support is your call. This overview may help when you're comparing our services with what a student's documentation describes.

When a student needs…	Our service
Audio of lectures to revisit, with the student making their own notes	**Note-taking software**
Notes written for the student, without someone in the classroom	**Software + human summary notes**
A note-taker present in class, remotely or in person	**Live note-taker**
Real-time captioning, for students eligible for the Interpreter Fund	**Live captioner**

Good to know

- ✓ Students using the software need a phone, tablet or computer to record on
- ✓ Recording usually needs permission under your school's recording agreement or policy
- ✓ Funding usually isn't given for services the school already provides, or that another agency funds

SERVICES

What's included

STANDARD PLAN

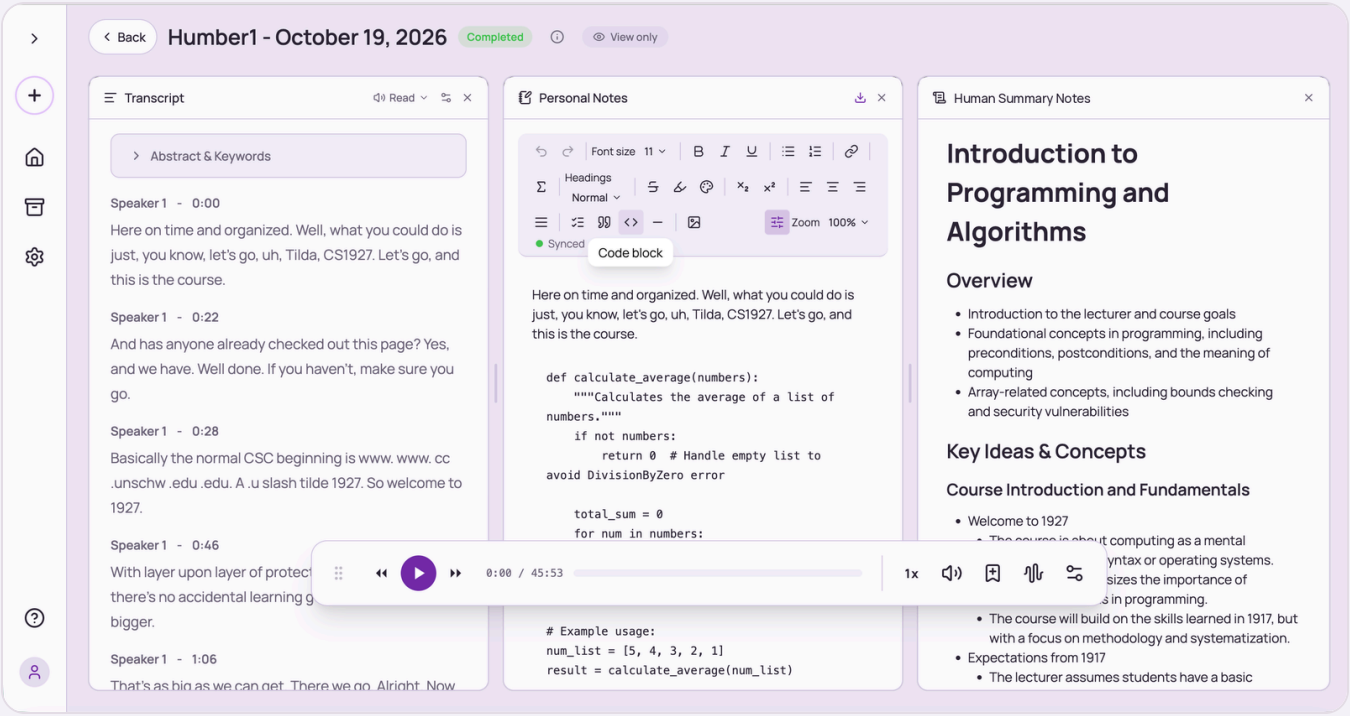
- Audio recordings and uploads
- AI transcription of lecture audio
- Bookmarks
- Personal notes
- Study Assistant floating toolbar
- Support from our team

PRO PLAN

- Everything in Standard
- Summary notes written by a professional note-taker from the lecture audio
- Special BSWD price, only through this quote process

LIVE NOTE-TAKER AND CAPTIONER

The student shares their class schedule with us, and we match them with a professional note-taker or captioner. Note-takers join remotely or in person; captioning is in person.



WHAT SETS US APART

Built for accommodations, and for Canadian classrooms

In case it's helpful when you're comparing options for a student.

Made for note-taking accommodations

Designed for students who need note-taking support, and trusted by 350+ colleges, universities and organizations.

English and Canadian French

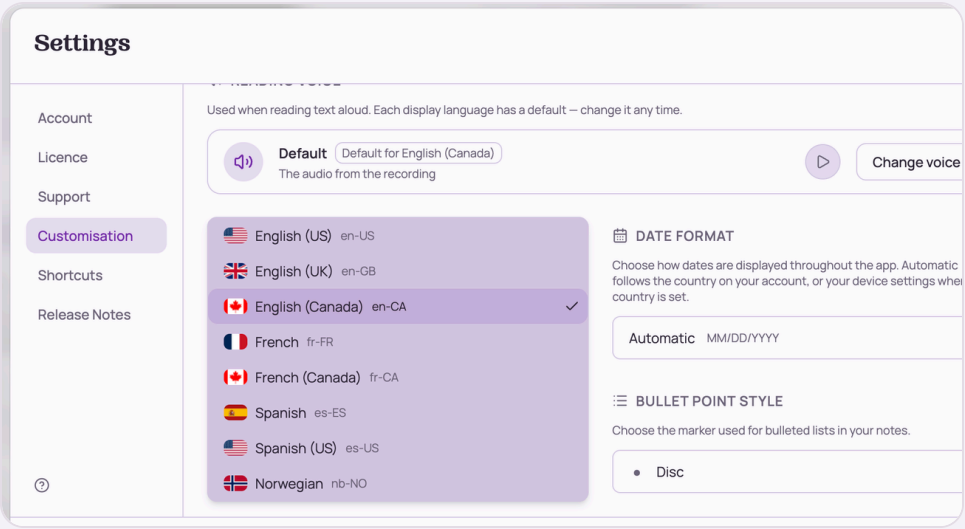
The app, lecture transcripts and text-to-speech voices are all available in Canadian French, with bilingual support.

Real people when needed

When software alone isn't enough, our professional note-takers and captioners provide human support.

Privacy and security

Recordings and notes are protected to the standards institutions require. See habitatlearn.com/data-and-security-compliance.



Works in any browser, on Mac and Windows, and on iPhone and Android.

PROCESS

The student's process

Funding is paid to the student, so after approval they buy their support from us and submit the receipt to student aid. Steps where you may be involved are highlighted.

1. **Student registers with accessibility services** — STUDENT
   And provides documentation from their health care provider.

2. **Advisor reviews and recommends** — ADVISOR
   Based on the student's documentation and a meeting with them.

3. **Quote is generated** — ADVISOR OR STUDENT
   Using our quote tool. Page 8.

4. **Student applies through student aid** — STUDENT
   With the quote attached.

5. **Student emails us when approved** — STUDENT
   notes@habitatlearn.com

6. **We send an invoice** — HABITAT LEARN
   To the student, for the approved support.

7. **Student pays and is set up** — STUDENT
   We send them a receipt.

8. **Student submits the receipt** — STUDENT
   As proof of purchase to student aid. Page 9.

STEP 3

Generating a quote for a student

You can fill in the quote tool on a student's behalf, or the student can do it themselves using your recommendation. The quote is created automatically and emailed. It's the written estimate the application asks for.

1. **Select the recommended support**
   Choose the service that matches your recommendation.

2. **Add the details**
   For live support, the student's classes, hours and weeks in the semester, and Interpreter Fund eligibility.

3. **Enter the student's details**
   Name, email, college or university, and student ID, so the quote matches their application.

4. **Select Email me my quote**
   The quote goes to the email address entered.

Find the quote tool

habitatlearn.com/funding/bswd-csg-dse-grant

Tip

Changed courses? If a student's courses change, a new quote may be needed for the review of their funding.

STEPS 5 TO 8

After approval

Once a student is approved, they email us at notes@habitatlearn.com. We send an invoice, set them up once they've paid, and send a receipt.

HELPFUL TO SHARE WITH STUDENTS

The receipt goes to student aid

BSWD and CSG-DSE funding is paid to the student directly. If they don't show it was spent on the approved support, it may be turned into a loan they have to pay back.

Buying before approval

We recommend students wait. Reimbursement for anything paid before approval isn't guaranteed.

Signing up through us

Students should sign up through us rather than the App Store, so their receipt matches the quote.

Questions advisors ask

Can students in Quebec, the Northwest Territories or Nunavut use this?

CSG-DSE isn't available there, as these regions run their own student aid programs. Our services are still available to them.

Do students need to reapply each year?

Yes. Funding is approved one academic year at a time, so a new recommendation and quote are needed each year.

Can part-time students apply?

Yes, in many cases, depending on the program.

Why does Interpreter Fund note-taking cost more?

Those notes are more detailed, as they're typically for students who are Deaf or hard of hearing.

Contacts

Support, in English or French

Call 1-888-763-2966 or email notes@habitatlearn.com, Monday to Friday, 9 AM to 5 PM ET.

Questions about our services?

We're happy to talk them through. Book a free call.

Habitat Learn

Learning without limits.

habitatlearn.com
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