



Sarvajanik University

Divyangjan Policy



Mission

Right of Persons with Disabilities Act, 2016 prohibits discrimination against individuals with physical and mental disabilities. Sarvajanik University (SU) is against all kinds of discrimination on any grounds including disability. Sarvajanik University (SU) intend to advance a comprehensive and inclusive teaching and learning environment in which incapacitated students and employees are not distraught or treated unfavourably. All the authorities of the University are striving in order to extending a helping hand towards the differently abled so as to make sure about the Benefits of grounds programs, administrations, and activities. These guidelines apply to all the Students, Faculty and Staff of the University.

Objectives

- To create inclusive culture to avoid discrimination, exploitation and exclusion of disabled students and staff from all spheres of work and education.
- To create suitable regulatory mechanism for effective delivery of services to Disable Students and Staff of the University.
- To ensure implementation of all legislations with respect to persons with disabilities.
- To provide accessible and inclusive education at the University.
- To ensure full participation of persons with disabilities and to provide them the equal opportunities for development.

Disability

Disability is a term that includes motor and sensory limitations (e.g., mobility, vision, or hearing impairments). It also includes disabilities resulting from chronic illnesses and syndrome, invisible disabilities, such as psychological and emotional disorders, learning disabilities, heart disease, diabetes, asthma, arthritis, epilepsy, Acquired Brain Injuries (ABI), and Acquired Immune Deficiency Syndrome (AIDS) are also included in the term disability. Many disabilities vary in degree and type of limitation; therefore, accommodations must also vary and should be tailored to the needs of the individual.

Qualified Person with Disability

The expression "qualified individual with a disability" alludes to a person with a disability who is qualified to participate in any given university program or activity.



With regard to enrolment, a certified individual with a disability must fulfil the scholastic guidelines required for affirmation and meet the scholarly necessities set up for any given course, degree, or certificate program. With respect to employment, training, work assignments, and promotion, a qualified individual with a disability must be able to perform the minimum essential functions of the job. However, relaxation shall be allowed as per the Government rules.

Accessibility

Providing access means making all the University services, activities and the benefits thereof, fully available to qualified people with disabilities. The University should provide various provisions in creating a disabled friendly campus. The University administration and faculty members should ensure appropriate/reasonable accommodations for each person with a disability and be willing to resolve access problems. The campus should be barrier free and accessible for persons with differently able. The following principles of accessibility will be strictly observed:

- All activities and events must be accessible to differently abled students and staff.
- To ensures the awareness programs for university administrators to accommodate special needs of disabled students.
- To provide equal access to library facilities to students with disabilities.
- To ensure representation of all types of disabilities listed in Rights of Persons with Disabilities Act, 2016 and other government regulations.

Scribes For Examination

There are some students who feel difficult to take the examination and they need scribes with them. The University provides or allows the students to take the help of scribes in the examination as per guidelines issued by UGC vide notice no.: F. No. 6-2/2013 (SCT), dated: 14th January, 2019.

In which, the following guidelines are to be followed:

- a) The blind student may select the scribe.
- b) The scribe need not have a qualification lower than that of the student, provided that the scribe should not have the qualification (with the same optional and languages) pertaining to the examinations, which the student is writing (for ex: a student who has completed B.A. or M.A. can be a scribe for the student who is taking B. Sc. Examinations).



- c) A physically disabled/blind/hearing impaired candidate and the scribes for such a candidate shall be allowed an extra time of 20 minutes per hour.
- d) As the hearing-impaired students are having language problems, possibilities of grammar mistakes, mistakes in building the sentences are there. Hence, the answer papers shall be identified separately and evaluated with additional care.

Facilities Available for Employee and Students

- a) **Physical Facilities:** The University provides special facilities for the differently abled students and persons to provide them opportunities to acquire quality education and to bring them into the main stream of the society. The University has a social responsibility and perception that differently abled students should be respected and treated as a normal human being.
- b) **Ramp/Rails:** The University has a special facility of ramp and rails for the differently abled students. The main entrances and exits clearly identifiable and easily accessible and it can accommodate wheelchair users. Steps and ramps have hand railings and the entrance permitting access to a conveniently located lift.
- c) **Rest Rooms:** Separate toilets are available for people with disabilities. They are clearly identifiable and accessible. The doors are wide enough and lockable from inside and releasable from outside. There is enough manoeuvring space inside. All floor surfaces are slip resistant. Mirrors, flushing arrangements, dispensers mounted at appropriate heights.
- d) **Provision for Lift:** Parking for people with disabilities is available near the building. This is easily accessible to cross-disability groups equally. Accessible indoor parking spaces are located close to the lift. The doors should be wide enough to accommodate wheelchair users and the space inside is sufficient for them. Appropriate heights control panels and the large buttons are embossed. Visual and audible signals indicating the arrival at different floors is available.

The Policy will be reviewed as per the requirement from time to time.



Appointments of Amanuensis for Writing Examination

- (1) Amanuensis shall be provided on request made by the student to the Head of Department/Constituent Unit on the recommendations of Examination Sub-Committee well in advance duly supported with a Medical Certificate from authorized Medical Officer under the following cases:
 - (a) Candidates having impairment of movement in arms and hands can read independently but have problem in writing.
 - (b) locomotors impaired and cerebral palsy students.
 - (c) Sudden illness rendering the candidate unable to write.
 - (d) an accident involving injury rendering the candidate unable to write
- (2) The amanuensis must be a student of at least one lower grade of education than that of the candidate.
- (3) The Examination Sub-Committee shall select suitable amanuensis from an institution as far as possible and forward to the Controller of Examinations, the details of the person appointed as amanuensis and of the candidate for whom amanuensis has been appointed.
- (4) A separate room for such disabled candidate and one separate Invigilator to supervise his examination shall be provided.
- (5) The amanuensis shall be paid an honorarium as prescribed by the University from time to time.
- (6) No extra fee shall be charged from the student for providing the facility of amanuensis.
- (7) For a written examination of duration of one hour, twenty minutes extra time shall be provided. Similarly, for written examination involving more than one or less than one-hour extra time shall be worked out on the basis of twenty minutes per one- hour criteria.



APPENDIX-I

Certificate regarding physical limitation in an examinee to write

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____ a resident of _____ (Village/District /State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/ Civil Surgeon / Medical Superintendent of a Government health care institution

Name & Designation

Name of Government Hospital / Health Care Centre with Seal

Place:

Date:

Note: Certificate should be given by a specialist of the relevant stream/disability (e.g., Visual impairment - Ophthalmologist, Locomotor disability - Orthopaedic specialist/PMR).



APPENDIX-II

Letter of Undertaking for Using Own Scribe

I _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No./Seat No. _____ at **Name of Constituent College (SU)**. My Qualification is _____.

I do hereby state that _____ (name of the Scribe) will provide the service of Scribe / Reader / Lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his qualification is _____. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with Disability)

Name of Candidate: _____

Place:

Date:

References:

1. Letter No.34021201s-DD-III dated 29.8.2018 of Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities, New Delhi received through Ministry of HRD, New Delhi.
2. UGC Letter No: F. No.6-21201 3(SCT) Dated: 14 January, 2019.