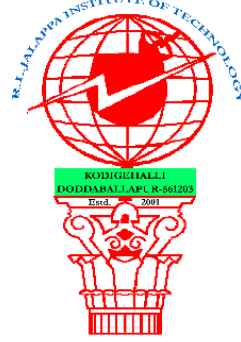


POLICY DOCUMENT FOR DIVYANGJAN



(Policy Document for Divyangjan - 2023)

(Revised Version of Policy Document for Divyangjan -2018)

Ref. No. RLJIT /NAAC/2022-23/Policies/027

Approved by Institute Council Meeting on 30/01/2023

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Recommendations of the Institution Council for the revision of approval Policy Document for Divyangjan.

History of changes in Policy Document for Divyangjan

Sl. No.	Newly Added/Revised	Divyangjan Policy 2018	Divyangjan Policy 2023
1	Scribe	Not Available	Available
2	Provision of Amenities for Differently Abled	Not Available	Available



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Policy Document for Divyangjan

RLJIT believes that the physical disabilities should not be a bar or barrier for learning technical education wherever possible, it has bounds of encouraging participation of students irrespective of their physical disabilities at the entry level. Institute promotes education and assists to differently-abled students including creating employment opportunities.

SCRIBE

Scribing services are defined as the physical act of writing or recording answers on behalf of students who are unable to do so. This service is a testing accommodation that must be pre-approved.

PROVISIONS FOR EXAMINATIONS FOR DIFFERENTLY ABLED

The following provisions are applicable to both temporarily and permanently disabled persons.

Scriber for Examination: Scribes are allowing for those students who are in need while writing exams. Controller of Examinations shall allow the student on the recommendations of Principal to grant extra time to disabled candidates for answering papers at examinations.

In the case of students who are eligible for availing the services of the scribes the Principal shall authorize to appoint scribes according to the following conditions.

1. The Scribe shall not be an employee of the institute where the examination is conducted.
2. Scribe shall not be a relative of the student who is appearing for the examination

3. The educational qualifications of the scribe shall be less than those of student. To the extent possible, the scribe should have previous experience in transcribing the information given by the students
4. A preform with declaration in the format by institute shall be obtained from the scribe.
5. The scribe must have the ability to produce legible text.

GENERAL INFORMATION

Before the examination, the scribe will review the scribe guidelines and procedures with the student in preparation for the examination. The student using this accommodation or modification will be tested in a quiet room apart from other students to avoid interruption while writing the exam. The guiding principle in scribing is only to assist the student in accessing the exam and responding to it. The purpose of scribing is neither to penalize the student nor to enhance the student's constructed response.

The Scribe shall not:

- Correct what the student dictates.
- Alert the student to mistakes during examination.
- Prompt the student in any way that would result in a better response or essay.
- Influence the student's response in any way




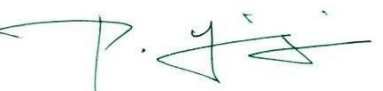
PROVISION OF AMENITIES FOR DIFFERENTLY ABLED

Institute shall ensure that following amenities for DIVYANG students:

1. **Ramp/Rail:** The Institute shall provide barrier free environment in important places buildings for differently-able students. Ramp/Rail shall be sited at the main entrance and exit of the building, where any disabled student can easily identify and access. The ramp shall be wide enough that a wheelchair user can use without any problem.

2. **Accessible Toilets:** The Toilets shall be wide enough for free movement of differently abled students. The floor shall be made of anti-slip material. Separate toilet shall be made available for people with different abilities.
3. **Lift facility:** Exclusive lifts shall be provided so as to ensure that a physically challenged individual shall be able to move around other common areas. A lift shall be provided nearby staircase of the building.

Policy Preparation and Verification Team

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