

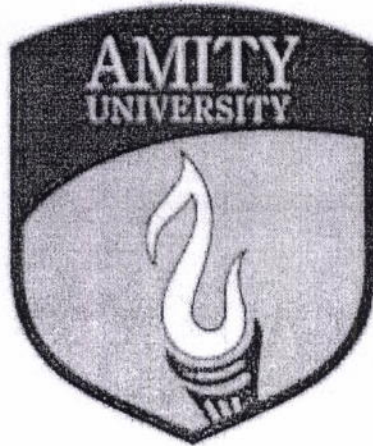


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AMITY UNIVERSITY MADHYA PRADESH



POLICY FOR PERSONS WITH DISABILITY (Total 03 pages)

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Registrar
Amity University Madhya Pradesh
Gwalior

Ref: AUMP/RO/2016/29 (a)

Date: 09.02.2016

AUMP POLICY FOR PERSONS WITH DISABILITY

1. In consonance with the fundamental right to equality, justice and freedom as enshrined in the Constitution of India, Amity University Madhya Pradesh seeks to create a barrier free, inclusive environment for its students and employees.

The purpose of this policy is to promote measures and procedures that would create an environment in the campus that gives equal opportunity to all individuals so that they can fully exploit their inherent abilities and contribute meaningfully to the society.

2. Objectives:

- a) To foster an inclusive culture wherein persons with disabilities can participate in all academic, co-curricular and extra curricular activities of the University.
- b) To ensure implementation of all legislation with respect to persons with disabilities.
- c) To provide adequate infrastructure to support the persons with disabilities.
- d) To create an effective mechanism for effective delivery of services and benefits to persons with disability.
- e) Non discrimination.
- f) To create a responsible and sensitive redressal mechanism for persons with disabilities.

3. Definition of Disability:

Any person suffering from motor or sensory limitations, from chronic illnesses or syndromes, psychological or emotional disorders or learning disability, debilitating heart disease, diabetes, asthma, arthritis, epilepsy, acquired brain injuries, and acquired immune deficiency syndrome are included under disability.

4. Facilities Available for Persons with Disability

The University shall provide a barrier free and inclusive environment for persons with disability by:

- a) Building Ramps for wheelchair access to all parts of the campus.
- b) Provide Rest Rooms that are disabled friendly and provide easy access to toilets and have side bars.
- c) Establish a Help Center
- d) Post Signage indicating help centers and disabled friendly rest rooms.
- e) Procure and Develop Assistive Technology for the Disabled.
- f) Procure adequate number of wheelchairs to facilitate movement of persons with disability

Page 2 of 3


Registrar
Amity University Madhya Pradesh
Gwalior

- g) Make provision for scribes for writing in exams for the visually impaired or those unable to use their hands for writing.
- h) The University shall make special allowances on a case-to-case basis to facilitate education and examination of persons with disability such as by providing question papers with larger font size, allowing extra time for writing etc, after recommendation of the concerned HoI and approval of the Hon'ble Vice Chancellor.
- i) The University will establish an Equal Opportunity Cell with comprehensive representation of all marginalized and underprivileged sections of the University population.
- j) The Policy will be reviewed from time to time.

Copy to :-

1. PS to Hon'ble Vice Chancellor
2. Pro-Vice Chancellor Office
3. Dy. Pro-Vice Chancellor
4. Dean (Research)
5. All HoI's
6. All HoD's (Teaching & Non - Teaching)
7. Office Record




Registrar
Amity University Madhya Pradesh
Gwalior

Amity University Madhya Pradesh

Ref: AUMP/RO/2016/30

Date: 09.02.2016

Equal Opportunity Centre

1. The University Grant Commission (UGC) has recommended that all the Universities / Colleges should have an **Equal Opportunity Centre (EOC)**, vide its Letter No. F-1-1/2016 (Secy) dated 29 January 2016.
2. An EOC of Amity University Madhya Pradesh has been constituted as below:
 - (a) Dr Iti Roychowdhury, Director, ASCENT - Chairperson
 - (b) Dr Vikas Shrivastava, Asst Professor, AIB - Member
 - (c) Mrs Soniya Shivhare, Asst Professor, ASET - Member
 - (d) Mr Dheeraj Pal, Asst Professor, ASET - Member
 - (e) Mrs Shanti Kumari Thakur, Asst Professor, ASFT - Member
 - (f) Mr Pankaj Mishra, Asst Professor, ABS - Member
 - (g) Mr Nihaz Anvar, Asst Professor, ASCO - Member
 - (h) Mr Ashish Gupta, Office Assistant, Registrar Office - Member
3. EOC will look after about the problems of the Marginalized/Disadvantaged section of the society so that they are able to improve their performances not only in education but also in other spheres of life. The marginalized/ disadvantaged section includes Scheduled Castes, Schedule Tribes, Other Backward Classes (non-creamy layer), Women, Minority and differently abled persons.
4. EOC will ensure participation of marginalized/disadvantaged section in all activities of the Universities.
5. EOC will monitor the various schemes/policies of the Government relating to , marginalized/disadvantaged section.


Rajesh Jain
09.02.2016
Offg. Registrar

Copy to :

1. VC's Secretariat
2. Pro- VC
3. All HOIs/HODs
4. Dean Student Welfare
5. Chairperson of EOC
6. All Members of EOC
7. All Notice Boards


Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

Established vide Government of Madhya Pradesh Act No. 27 of 2010

Ref. No. AUMP/RO/2022/207

Date: 22.02.2022

EQUAL OPPORTUNITY CENTRE

1. The University Grant Commission (UGC) has recommended that all the Universities/Colleges should have an Equal Opportunity Centre (EOC), vide its Letter No. F-1-/2016(Secy) dated 29 January 2016.
2. An EOC of Amity University Madhya Pradesh has been reconstituted as below:-

(a) Chairperson

Prof (Dr) Iti Roychowdhury

Director-ASCENT/ASL/AISS

(b) Members

1. Prof (Dr) Vikas Shrivastava Professor, AIB
 2. Dr. Shweta Saxena Assistant Professor, ABS
 3. Dr. Dhruv Sabharwal Assistant Professor, ASCO
 4. Ms. Shweta Singh Assistant Professor, ASFDT
 5. Mr Varun Mishra Assistant Professor, CSE
 6. Mr. Sachin Tiwari Assistant Professor, Civil
 7. Mr. Ashish Gupta Office Assistant, Registrar Office
3. EOC will look after about the problems of the Marginalized/ Disadvantaged section of the society so that they are able to improve their performances not only in education but also in other spheres of life. The marginalized/disadvantaged section includes Scheduled Castes, Schedule Tribes, Other Backward Classes (non-creamy layer), Women, Minority and differently abled persons.
 4. EOC will ensure participation of marginalized/disadvantaged section in all activities of the Universities.
 5. EOC will monitor the various schemes/policies of the Government relating to marginalized/disadvantaged section.

Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

Established vide Government of Madhya Pradesh Act No. 27 of 2010

Ref. No. AUMP/RO/2022/448

Date: 01.12.2022

EQUAL OPPORTUNITY CENTRE

1. The University Grant Commission (UGC) has recommended that all the Universities/Colleges should have an Equal Opportunity Centre (EOC), vide its Letter No. F-1-/2016(Secy) dated 29 January 2016.
2. An EOC of Amity University Madhya Pradesh has been reconstituted as below:-

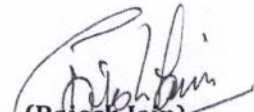
(a) Chairperson

Prof (Dr) Iti Roychowdhury

Director-ASCENT/ASL/AISS

(b) Members

1. Prof (Dr) Vikas Shrivastava Professor, AIB
 2. Dr. Shweta Saxena Assistant Professor, ABS
 3. Dr. Sandeep Kumar Assistant Professor, ASCO
 4. Ms. Shweta Singh Assistant Professor, ASFDT
 5. Mr Varun Mishra Assistant Professor, CSE
 6. Mr. Sachin Tiwari Assistant Professor, Civil
 7. Mr. Ashish Gupta Office Assistant, Registrar Office
3. EOC will look after about the problems of the Marginalized/ Disadvantaged section of the society so that they are able to improve their performances not only in education but also in other spheres of life. The marginalized/disadvantaged section includes Scheduled Castes, Schedule Tribes, Other Backward Classes (non-creamy layer), Women, Minority and differently abled persons.
 4. EOC will ensure participation of marginalized/disadvantaged section in all activities of the Universities.
 5. EOC will monitor the various schemes/policies of the Government relating to marginalized/disadvantaged section.


(Rajesh Jain)
Registrar


Registrar
Amity University Madhya Pradesh
Gwalior





COMMITTEES FOR CONDUCT OF EXAMINATIONS

1. Reference **AU MP Regulations R3/2019**, Regulations for Conduct of Examinations.
2. The Regulations based on **Ordinance No's 4 and 5** make provisions for setting up of various Committees (Para's 3 to 8) to facilitate smooth and organized conduct of examinations.
3. The new session of AUMP commences with Even Semester with effect from 07 Feb 2022 onwards. The End Semester Exams at the end of semester will be conducted under the overall supervision of **Brigadier (Dr) J Matta (Retd)**, CoE, duly assisted by **Exam Superintendents** of Examination Sub Committees as deputed for **Group "A" (HoI ASET), Group "B" (HoI ASCO), & Group "C" (HoI ABS)**, respectively.
4. The constitution and location of various committees assigned to conduct the examination is given afresh at Appendix enclosed. All concerned involved with the Conduct of exams must read **Regulations for Conduct of Examinations, Scheme of Examinations and Discipline among Students**, to understand their duties prior to the commencement of their tasks.
5. The committees constituted afresh shall be valid / effective with effect from **07 Feb 2022 onwards** till fresh changes are issued. Members of various committees will be working directly under the respective Heads of the Committees. Heads of the committees are requested to brief the respective members of their committees accordingly.

Lt Gen VK Sharma, AVSM (Retd)
Vice Chancellor

Distribution:

1. Pro Vice Chancellor
2. All Head of Committees
3. Registrar
4. Dean Academics
5. Dean Student Welfare
6. Director (Administration)
7. Director (Admission)
8. Director (CRC)
9. Directors / Dy Directors **ABS, AIB, AIBAS, ASCENT/ASL/AISS, AIP, ALS, ASAP, ASCO, ASET, ASFT**
10. Effective Faculty Members, AU MP
11. Exam Superintendents of Group "A", Group "B", Group "C"
12. Exam Department

Registrar
Amity University Madhya Pradesh
Gwalior

CONSTITUTION AND FUNCTIONS OF EXAM COMMITTEES (UG/PG/MPHIL/PHD COURSES)

General

1. Reference AU MP Regulations R3/2019 (R), Regulations for Conduct of Examinations.
2. The Regulations based on Ordinance No 4 & 5, makes provisions for setting up of various Committees (Para's 3 to 8) to facilitate organized conduct of examinations. These Regulations also act as guidelines for planning, coordinating and conduct of examinations in a fair manner without providing any undue advantage to any candidate / examinee. AUMP Gwalior letter No: **AUMP/ED/Com/21/2020/312C dated 10 Jan 2020** stands amended as given in succeeding Para's. Names of members wherever possible have been listed in alphabetic seniority order of the Institutes (**ABS / AIB / AIBAS / AIP / ASCENT / ASL / AISS / ALS / ASAP / ASCO / ASET / ASFT**).

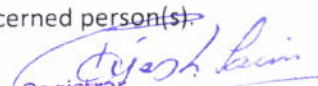
Examination Committee

3. **Composition.** The composition of the Examination Committee on the day of meeting shall be as under: -

(a) Prof (Dr) M P Kaushik, Pro V C	- Chairperson
(b) Director / Officiating Dir (ABS)	- Member
(c) Director / Officiating Dir (AIB)	- Member
(d) Director / Officiating Dir (AIBAS)	- Member
(e) Director / Officiating Dir (AIP)	- Member
(f) Director / Officiating Dir (ALS)	- Member
(g) Director / Officiating Dir (ASAP)	- Member
(h) Director / Officiating Dir (ASCENT/ASL/AISS)	- Member
(i) Director / Officiating Dir (ASCO)	- Member
(j) Director / Officiating Dir (ASET)	- Member
(k) Director / Officiating Dir (ASFT)	- Member
(l) Brigadier (Dr) J Matta (Retd), CoE	-Member Secretary

Note:

- (i) Tenure of the Examination Committee shall be of maximum two years. However, a member may be changed if she/he leaves the University or if a more senior member joins the University.
 - (ii) Two third members are a must to form the quorum of the meeting.
 - (iii) There will be at least one meeting of the Committee in each semester.
 - (iv) All decisions of the Committee shall be placed before the Academic Council for concurrence.
4. **Functions.** The functions of the Examination Committee shall be as follows: -
 - (a) To frame detailed guidelines and procedures for an efficient, transparent, and fair evaluation of student's performance and conduct of examinations as well as for programmers for preparing the results.
 - (b) To supervise generally all the examinations of the University and issue such directions as it may consider necessary for conduct of examinations.
 - (c) To review from time to time the results of the University examinations and submission of reports thereon to the Academic Council.
 - (d) Make recommendations to Academic Council for the improvement of the examination system.
 - (e) To appoint such number of sub-committee as it may feel appropriate and delegate to any one or more persons or sub-committee(s), its powers to deal with examination matters.
 - (f) To consider the complaints received against Officers & Staff engaged for conduct of exams and recommend to the VC the action to be taken against the concerned person(s)


 Registrar
 Amity University Madhya Pradesh
 Gwalior

- (g) To consider any written report / complaints received within seven days after completion of the examination regarding setting up of question paper etc., along with specific recommendations of the Examination Sub-Committee of Departments/ Constituent Units and to recommend for consideration of the VC the action to be taken against any Examiner/ Paper-setter/ Moderator in cases of Mistakes/ Omissions/ Negligence/ Leakage in Paper-setting/ Moderation/ Evaluation etc.
- (h) To investigate the cases of understandable divergence in the results of any Course Unit. The Examination Committee for this purpose may itself scrutinize the answer books or may order their scrutiny by other person(s) and may also call an explanation from the examiner concerned for the divergence of marks. If after the investigation, the Committee is of the opinion that such divergence is due to leakage of paper, personal favoritism, or animosity, it may recommend to the Hon VC such action as it may deem fit, such as debarring the examiner/ evaluator from examiner ship permanently or for a specified period, a reevaluation of the answer books etc.

Examination Sub – Committees.

5. **Constitution.** Each Institute/Department/ Constituent Unit will constitute an Examination Sub-Committee to oversee the examinations at their concerned Institute/Department/ Constituent Unit. Group "A" "B" & "C" {Group "A" (Hol ASET) Group "B" (Hol ASCO) & Group "C" (Hol ABS)} as nominated will constitute a separate Exam Sub Committees, who will be responsible for conduct of exams of their respective groups. The members may be mixed from effected Institutes forming part of the group. The composition of the Sub-Committee shall be as under:

- | | | |
|-----|--|---------------|
| (a) | Hol/ HoD of Institute/ Constituent Unit | - Chairperson |
| (b) | Three/ Four senior faculty members of the Department/ Constituent Units and essential Staff as nominated by Hol/HoD
(Senior Faculty Member ideally be nominated as Exam Superintendent) | - Members |

6. **Functions of Examination Sub-Committee.** The Sub – Committee shall have the following functions: -

- (a) Prepare tentative Exam Schedule for Mid Sem Exams, Viva, and practical exams.
- (b) Make arrangement for printing of question papers for internal class tests and other components of internal assessment. Keep the Question Papers in safe custody and keep proper record of the used and unused question paper.
- (c) Compile and submit the CIE marks, Practical marks and NTCC Marks to Exam department.
- (d) Scrutinize the examination forms of the students and determine eligibility of students for taking examination. In case any student is found ineligible, it will record reasons of ineligibility.
- (e) Ensure compliance of provisions of Ordinance, Regulations and Guidelines relating to conduct of examinations.
- (f) Make all necessary arrangements for conduct of examinations including display of examinations schedule, seating arrangements, security arrangements, if required, and for recording attendance of students.
- (g) Appoint amanuensis for visually handicapped and disabled students who are unable to write with their own hands.
- (h) Appoint Invigilators (minimum two in a room) and the supporting staff; and supervise their functioning.
- (i) Ensure smooth Conduct of Examinations.
- (j) Report immediately, cases of indiscipline and use of unfair means by the students in the examination, if any, to the CoE for consideration by the Examination Discipline Committee.
- (k) Arrange spot evaluation of answer books from the Evaluators approved by the VC, if desired by the University.

Question Papers Moderation Committee

7. Composition.

- | | |
|---|-------------------------|
| (a) Prof (Dr) Anil Vashisht, Dy Pro V C & Dir (ABS) | - Head of the Committee |
| (b) Dr Vikas Shrivastava (AIB) | - Member |
| (c) Dr Deepa Pandey (AIBAS) | - Member |
| (d) Dr S Mohanalakshmi, Dir & Principal (AIP) | - Member |
| (e) Maj Gen Rajinder Kumar, AVSM, SM, VSM, Dir (ALS) | - Member |
| (f) Dr Iti Roy Chowdhury, Dir (ASCENT/ASL/AISS) | - Member |
| (g) Prof L K Jain, Dir (ASAP) | - Member |
| (h) Dr Sumit Narula, Dir (ASCO), Dy Dean Research (P&C) | - Member |
| (i) Maj Gen (Dr) S C Jain VSM**, Dir (ASET) | - Member |
| (j) Prof (Dr) Venkatadri Marriboyina (ASET) | - Member |
| (k) Dr C P Jawahar (ASET) | - Member |
| (l) Dr Raghvendra Sharma (ASET) | - Member |
| (m) Dr Vimal Kumar Gupta (ASET) | - Member |
| (n) Dr Alok Jain (ASET) | - Member |
| (o) Ms Anshu Singh Choudhry (ASFT) | - Member |
| (p) Mr K Muthuvel (ASL) | - Member |
| (q) Brigadier (Dr) J Matta, CoE | - Member Secretary |

Note: - 1. At least eight members shall constitute the quorum for meetings.
2. The HoI is at liberty to bring a subject expert along for moderation.

8. Functions

- To ensure that question papers prepared are strictly in accordance with the course contents and the instructions, if any.
- To remove ambiguity if any in the language of questions.
- To moderate/ reframe the questions so as to give opportunities to students of varying abilities.
- To ensure proper coverage to course contents and indicate weightage/ marks for each question or part/ parts thereof, time prescribed and to correct errors, if any.

Coding / Decoding Committee

9. Composition.

- | | |
|--|-------------------------|
| (a) Respective Exam Superintendents | - Head of the Committee |
| (b) Faculty Members detailed as invigilators | - Members |

10. Functions.

- The committee shall be responsible for guiding students to fold the stick on extension on OMR answer books after the completing of the Exam.
- Check the folding of OMR sheet answer scripts before submitting the same to Exam Supdt / Exam Department for Evaluation Committee / Compilation Committee respectively.

Evaluation Committee

11. Composition.

- | | |
|--|-------------------------|
| (a) Maj Gen (Dr) S C Jain VSM** | - Head of the Committee |
| (b) All HoIs / HoDs & nominated Faculty for evaluation duties. | - Members |

12. Functions.

- The members of Evaluation Committee will receive answer scripts duly Coded for correction and are responsible to correct the answer books within four days from the date of exam.**
- The committee will do the evaluation in the nominated central place. Exam Dept will provide answer scripts to evaluators as and when they come and take back answer scripts after the evaluation.
- The members will compile the marks list as per OMR / coded sheet.
- Once the evaluation of answer scripts is completed the same will be re-totaled (OMR Based answer books) / Decoded (Normal answer books) by the Re-checking / Compilation Committee.

Rechecking / Compilation Committee**13. Composition.**

- (a) Maj Gen Rajinder Kumar, AVSM, SM, VSM, Dir (ALS) - Head of the Committee
 (b) All Hols / HoDs & nominated Faculty Members - Members

14. Functions.

- (a) The Committee shall be responsible for rechecking of the corrected OMR answer books once the evaluated OMR answer sheets are received from the Evaluation Committee.
 (b) The Committee shall be responsible for checking of the answer books and ensure no answer is left unchecked as also total marks are correct, then sign on the evaluated answer books.

Examination Discipline Committee**15. Composition.**

- (a) Dr Sumit Narula, Dir (ASCO), Dy Dean Research (P&C) - Chairman
 (b) Dr Anurag Jyoti, (AIB) - Member
 (c) Dr Deepa Pandey, (AIBAS) - Member
 (d) Dr Sudha Mishra, (ASCENT) - Member
 (e) Dr Vivek Singh Kushwah, (ASET) - Member
 (f) Brigadier (Dr) J Matta (Retd), CoE - Member Secretary

Note: -

- (i) The Chairperson may co-opt any HoD for particular meeting of the Discipline Committee.
 (ii) The tenure of the nominated members of the Committee shall be one year.
 (iii) A member shall be eligible for re-appointment.
 (iv) At least three members present shall constitute the quorum.

Results Moderation Committee**16. Composition.**

- (a) Prof (Dr) M P Kaushik, Pro V C - Chairman
 (b) Prof (Dr) Anil Vashisht, Dy Pro V C & Dir (ABS) - Member
 (c) Prof (Dr) R S Tomar, Dir (AIB) - Member
 (d) Dr Deepa Pandey, (AIBAS) - Member
 (e) Dr S Mohanalakshmi, Dir & Principal (AIP) - Member
 (f) Dr Iti Roy Chowdhury, Dir (ASCENT/ASL/AISS) - Member
 (g) Maj Gen Rajinder Kumar, AVSM, SM, VSM, Dir (ALS) - Member
 (h) Prof L K Jain, Dir (ASAP) - Member
 (i) Dr Sumit Narula, Dir (ASCO), Dy Dean Research (P&C) - Member
 (j) Maj Gen (Dr) S C Jain VSM**, Dir (ASET) - Member
 (k) Ms Anshu Singh Choudhry (ASFT) - Member
 (l) Brigadier (Dr) J Matta (Retd), CoE - Member Secretary

17. Functions.

- (a) The Committee shall scrutinize the statistics of results prepared by the CoE and if need be, moderate the same after satisfying itself that the results overall and in various subjects are in conformity with the usual standards before declaration of results.
 (b) The Committee shall bring to the notice of the Hon VC lapses or omissions on the part of the paper setter and/or the examiners, if any. It will also suggest steps to be taken by the University to rectify the same as well as the action to be taken in any case where the result is unbalanced.
 (c) The provision of moderation of marks (up to maximum of 5 marks per semester) shall be permissible in borderline cases for upgrading "C" Grade to "C+" Grade, for improvement of SGPA, CGPA and also the Division.
 (d) Considering the time requirement for moderation of large number of programmes and students, on approval from Hon VC, where five marks are to be awarded in borderline cases, the results moderation may be recommended by CoE and put up to the Result Moderation Committee.
 (e) The recommendations of the Moderation Committee shall be placed before the Hon. VC for approval.

Tejesh Jain
 Registrar
 Amity University Madhya Pradesh
 Gwalior

COMMITTEES FOR CONDUCT OF PHD EXAMINATIONS

18. The Committees for PhD Exams are revised as per details given in succeeding paragraphs and shall be effective with effect from 07 Feb 2022.

19. **Committee For Moderation Of Question Papers**

(a) **Composition.**

- | | | |
|-------|---|--------------------|
| (i) | Maj Gen Rajinder Kumar, AVSM, SM, VSM, Dir (ALS) | - Chairman |
| (ii) | Dr Manoj Pandey (ABS) | - Member |
| (iii) | Dr Vikas Shrivastava (AIB) | - Member |
| (iv) | Dr Sumit Narula, Dir (ASCO), Dy Dean Research (P&C) | - Member |
| (v) | Dr Raghvendra Sharma (ASET) | - Member |
| (vi) | Dr Swapnil Rai (EVS) | - Member |
| (vii) | Brig (Dr) J Matta (Retd), CoE | - Member Secretary |

Note: - At least three members shall constitute the quorum for meetings.

(b) **Functions.**

- (i) To ensure that question papers prepared are strictly in accordance with the course contents and the instructions, if any.
- (i) To remove ambiguity if any in the language of questions.
- (ii) To moderate/ reframe the questions so as to give opportunities to students of varying abilities.
- (iii) To ensure proper coverage of course contents and indicate weightage / marks for each question or part/ parts thereof, time prescribed and to correct errors, if any.

20. **Results Moderation Committee**

(a) **Composition.** The following composition of the Committee for Moderation of Results was approved: -

- | | | |
|--------|---|--------------------|
| (i) | Prof (Dr) M P Kaushik, Pro V C | - Chairman |
| (ii) | Prof (Dr) Anil Vashisht, Dy Pro V C & Dir (ABS) | - Member |
| (iii) | Dr Vikas Shrivastava (AIB) | - Member |
| (iv) | Maj Gen Rajinder Kumar, AVSM, SM, VSM, Dir (ALS) | - Member |
| (v) | Dr Iti Roy Chowdhury, Dir (ASCENT/ASL/AISS) | - Member |
| (vi) | Dr Sumit Narula, Dir (ASCO), Dy Dean Research (P&C) | - Member |
| (vii) | Maj Gen (Dr) S C Jain VSM**, Dir (ASET) | - Member |
| (viii) | Dr Kuldeep Dwivedi, (EVS) | - Member |
| (ix) | Brig (Dr) J Matta (Retd), CoE | - Member Secretary |

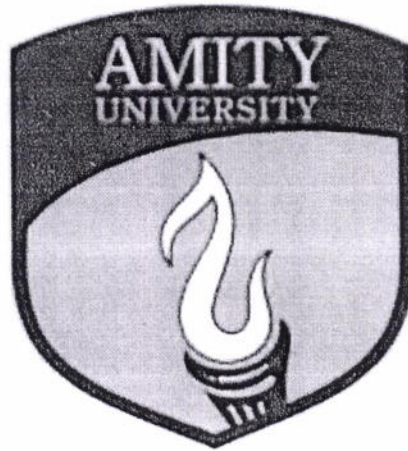
Note: - At least four members shall constitute the quorum for meetings.

(b) **Functions.**

- (i) The Committee shall scrutinize the statistics of results prepared by the CoE and if need be, moderate the same after satisfying itself that the results overall and in various subjects are in conformity with the usual standards before declaration of results.
- (ii) The Committee shall bring to the notice of the Hon VC lapses or omissions on the part of the paper setter and/or the examiners, if any. It will also suggest steps to be taken by the University to rectify the same as well as the action to be taken in any case where the result is unbalanced.
- (iii) The provision of moderation of marks (up to maximum of 5 marks per paper per semester) shall be permissible in borderline cases for upgrading "B" Grade to "B+" Grade.
- (iv) The recommendations of the Moderation Committee shall be placed before the Hon. Vice Chancellor for approval.


 Registrar
 Amity University Madhya Pradesh
 Gwalior

AMITY UNIVERSITY MADHYA PRADESH



Standard Operating Procedure (SOP) for Assistance to Persons with Disability

(Total 03 Pages)

Apshini
Registrar
Amity University, Madhya Pradesh
Gwalior

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Ref. No. AUMP/RO/2017/154(A)

Date: 28.03.2017

Standard Operating Procedure for Assistance to Persons with Disability

1. General

Amity University Madhya Pradesh promotes an inclusive environment and provides assistance to Persons with Disability (PWD) as per the guidelines of Ministry of Social Justice and Empowerment, PWD Act 2016 as also the AUMP policy for Persons with Disability.

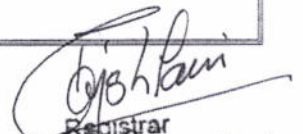
2. Aim

The aim of this SOP is to establish a mechanism to provide seamless assistance to Persons with Disabilities to ensure their physical, emotional and social well being and assimilation in the mainstream.

3. Procedure

- (a) Any person with disability may seek assistance or redressal by approaching the Office of the Director Administration. The office of the Director Administration will take up the request for Assistance/ Internal Grievances of PWD student/ staff, directly- either in writing, through email, in person or on Amizone.
- (b) After due assessment of the nature of the application, the case will either be resolved, if within the remit of the office of Director Administration or will be forwarded to relevant Institute/ School/ Department within 72 hours of receiving such request/ complaint.
- (c) On receipt of such request/ complaint, individual Institutes/ Schools/ Departments of the University will endeavour to provide assistance to the extent possible on case-to-case basis or escalate it to the University Complaints Committee, within 3 working days of receiving such a request/ complaint.
- (d) The University Complaints Committee will duly deliberate over the issue and forward its recommendations to the Hon'ble Vice Chancellor, AUMP, within 5 working days of receipt of such application.

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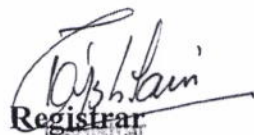

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(e) The decision of the Hon'ble Vice Chancellor, AUMP, will be final and binding.

4. Conclusion

(a) The contents contained herein are only elaborative and not exhaustive, and may be modified, as deemed appropriate, from time to time.

(b) The contents of this policy document have been perused by the Hon'ble Vice Chancellor and have his approval.


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Gwalior

Copy to :-

1. PS to Hon'ble Vice Chancellor
2. Pro-Vice Chancellor Office
3. Dean (Research)
4. All HoI's
5. All HoD's (Teaching & Non - Teaching)
6. Office Record


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Facilities Provided for Enquiry and Assistance to Persons with Disability

1. Amity University Madhya Pradesh has an inclusive environment and endeavors to provide an accessible campus with fair policies and practices for Persons with Disability.
2. The University has
 - a. A well defined Policy for Disability
 - b. Equal Opportunities Cell
3. Suitable Infrastructure for easy accessibility with:
 - a. Ramps
 - b. Railings
 - c. Handlebars
 - d. Disabled Friendly Restrooms
 - e. Wheelchairs
4. Structured Mechanism for Enquiry and Assistance for Persons with Disability:

The Standard Operating Procedure being followed is attached herewith as annexure whereby assistance/ redressal may be sought through:

- a. E mail
- b. Phone call
- c. In person meeting
- d. Paper application




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Gwalior




AMITY UNIVERSITY MADHYA PRADESH

Equal Opportunity Center

Annual Report 2017

SN	Requests for Extension of Extra Facilities	Action Taken	Complaints	Action Taken
	NIL		NIL	



(Iti Roychowdhury)

Chairperson IOC

Distribution:

VC's Secretariate

Office of the Registrar

Dir Administration

Dept of HR

Office of DSW



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Gwalior



AMITY UNIVERSITY MADHYA PRADESH

Equal Opportunity Center

Annual Report 2018

SN	Requests for Extension of Extra Facilities	Action Taken	Complaints	Action Taken
1	01	Doc attached	NIL	

(Iti Roychowdhury)

Chairperson IOC

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Amity University Madhya Pradesh
Gwalior



Dated: Nov.13, 2018

NOTE SHEET

1. A student of B.A. (H) Applied Psychology (V semester), Ms. Madhumita Tirkey is 60% visually impaired. Therefore, an amanuensis is required to the student for appearing in End Semester exams.
2. As per guidelines of AUMP Regulations-R2/2014, following documents were orchestrated:
 - i. Application by student to HOI duly forwarded to SOE, Group 'C' (Annexure 1).
 - ii. Medical certificate with 60% disability (Annexure -2)
 - iii. ID card of amanuensis 1 (Aadhar Card & Qualification Certificate) Name of Amanuensis - Mr. Kartikeya Kumar Awasthi (Annexure-3)
 - iv. ID card of amanuensis 2 (Aadhar Card & Qualification Certificate) Name of Amanuensis - Mr. Ashish Singh (Annexure-4)
 - v. ID card of amanuensis 3 (Aadhar Card & Qualification Certificate) Name of Amanuensis - Ms. Sucha Singh (Annexure-5)

It is therefore requested that sanction may kindly be accorded, so that services of chosen amanuensis can be used for ESE 2018.

COE

Recommended *12/11/18*

Deepa Pandey
13/11/18
Dr. Deepa Pandey
Off. HoI, AIBAS
AUMP

Hon'ble Vice Chancellor

Approved *15/11/18*

COE

COE *15/11/18*

Offg HoI AIBAS



Tejesh Kumar
Registrar
Amity University Madhya Pradesh
Gwalior

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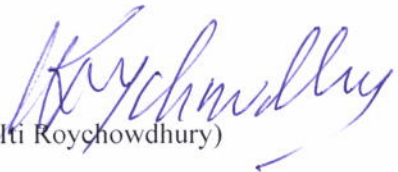


AMITY UNIVERSITY MADHYA PRADESH

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Annual Report 2019

SN	Requests for Extension of Extra Facilities	Action Taken	Complaints	Action Taken
1	01	Notesheet Attached	NIL	


(Iti Roychowdhury)

Chairperson IOC

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AMITY UNIVERSITY

MADHYA PRADESH

Established vide Government of Madhya Pradesh Act No. 27 of 2010

Dated: Apr. 24, 2019

NOTE SHEET

1. A student of B.A. (H) Applied Psychology (VI Semester), Ms. Madhumita Tirkey is 60% visually impaired. Therefore, an amanuensis is required to the student for appearing in End Semester exams.
2. As per guidelines of AUMP Regulations-R2/2014, following documents were orchestrated:
 - i. Application by student to HOI duly forwarded to SOE, Group 'C' (Annexure-1).
 - ii. Medical certificate with 60% disability (Annexure -2)
 - iii. ID card of amanuensis 1 (Aadhar Card & Qualification Certificate) Name of Amanuensis – Ms. Akanksha Sharma. (Annexure-3)
 - iv. ID card of amanuensis 2 (Aadhar Card & Qualification Certificate) Name of Amanuensis – Ms. Chandni Roy. (Annexure-4)
 - v. ID card of amanuensis 3 (Aadhar Card & Qualification Certificate) Name of Amanuensis – Mr. Aditya Pandey. (Annexure-5)

It is therefore requested that sanction may kindly be accorded, so that services of chosen amanuensis can be used for ESE 2018.

Dr. Deepa Pandey
24/04/19
Dr. Deepa Pandey
Off. HoI, AIBAS
AUMP

COE
24/04/19
Recommended.

Hon'ble Vice Chancellor *OK*
24/4/19

COE
24/4/19

Off. HoI AIBAS

Registrar



Deepesh Kumar
Registrar
Amity University Madhya Pradesh
Gwalior

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B A (H) (APPLIED PSYCHOLOGY)
END SEMESTER EXAM - I SEM
NOV / DEC – 2016

INTRODUCTION TO PSYCHOLOGY- I

Time : 3 Hrs.

Maximum Marks: 70

Instructions:

- (a) Working Notes should form part of answer copy.
- (b) Use of pencil or pen other than blue or black is not permitted.

SECTION - A (30 Marks)

Attempt any 5 questions.

All questions carry equal marks.

Q1. What is the meaning of the terms 'encoding', 'storage' and 'retrieval'?

Q2. Explain Psychodynamic Approach to Psychology.



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Q3. Write a short note on "Thorndike's Law of Effect".

Q4. Briefly explain 'Operant Conditioning'.

Q5. Write short note on "Semantic Memory".

Q6. Explain the difference between "Conditioned Stimulus" and "Unconditioned Stimulus" with examples.

SECTION - B

(20 Marks)

Attempt any 2 questions.

All questions carry equal marks.

Q7. Write short notes on the following:-

(a) Visual Depth Perception.

(b) Principles of Perceptual Organisation

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Q8. Describe iconic and echoic memory and explain how sensory memory is different from STM.

Q9. Explain the concept of reinforcement. Illustrate various types of reinforcement.

SECTION – C (20 Marks)
(Compulsory)

Q10. (a) Define perception? Discuss the role the Gestalt principles of perceptual organization.

(b) Define classical conditioning. Discuss the principles of classical conditioning.



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Annual Report 2022

SN	Requests for Extension of Extra Facilities	Action Taken	Complaints	Action Taken
1.	01	Notesheet Attached	NIL	

(Iiti Roychowdhury)

Chairperson IOC

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ADMISSION OF DIFFERENTLY ABLED STUDENT
IN LL.M IN ACADEMIC SESSION 2022-23

1. It is submitted that Mr Sandeep Sonagi is suffering from "90% deafness." He is using hearing tool, which is operated by cell phone. He is suffering from peculiar ear related problems in the sense that extra sounds of anything like pulling the chairs/tables or sound noise irritate him, which distract him completely. The noise pollution gets multiplied in the ear due to hearing tool used by him (Hearing Aid is Receiver in canal)

2. Mr Sandeep Sonagi is a promising candidate, who had roaring practice with his father. His parents are deeply distressed due to deficiency in hearing capacity of Sandeep. Despite his achievement

22 June 22

problem, Sandeep still wishes to pursue higher studies.

3. Amity universe is good Samaritan and we feel this is a fit case for allowing Mr Sandeep Sanghi to seek admission in LL.M in TU Academic Session 2022-2.

4. We will take the following actions to enable Mr Sandeep to continue his higher studies:--

a) Separate seat for him

b) Appropriate seating arrangements will be made in the class room & Examination Hall so that there is no noise pollution

c) Students would be sensitised not to speak in loud voice

d) no student would be allowed to use cell phones in the class

22 June 22

e) There would not be any pulling of chairs & tables to avoid any unnecessary sounds

5. We assure the Hon'ble vice Chancellor Sir, that we would be able to accommodate the requirements of Mr Sandeep Sanghi. After all, a differently abled student should not suffer disadvantage only because of his deficiency.

6. We strongly recommend that Mr Sandeep Sanghi be admitted in LL.M in the Academic Session 2022-23.

7 Submitted for approval of facts above.

Hon'ble VC Sir

Ref
Mayank Pandey
Coordinator

Approved for admission in LL.M, 22 June 22

Dix ACS
Dix Admissions
"Differently Enabled" Category

22/6/22
Registrar
Amity University Madhya Pradesh
Gwalior



SUMMARY SHEET

Criteria	7 - Institutional Values and Best Practices
Key Indicator	7.1.7 The Institution has disabled-friendly, barrier free environment
Metric	7.1.7 The Institution has facilities 1) Built environment with ramps/lifts for easy access to classrooms 2) Disabled-friendly washrooms 3) Signage including tactile path, lights, display boards and signposts 4) Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5) Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading
Response	B. Any 3 of the Above

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Gwalior



1) Built environment with ramps/lifts for easy access to classrooms



Ramp B Block

2) Disabled-friendly washrooms



Washrooms demonstrating the adl features



- 5) Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading



Help Centre for Disabled

Chiranjeev Kumar

Registrar
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wheelchair



Wheelchair 2

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Amity University Madhya Pradesh
Gwalior