

AMITY UNIVERSITY

RAJASTHAN

Institution has friendly, barrier free environment
Policy documents and information brochures

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AMITY
UNIVERSITY
— RAJASTHAN —

DIVYANGJAN POLICY
(FOR PERSONS WITH DISABILITIES)

1. POLICY FOR PERSONS WITH DISABILITIES

Right of Persons with Disabilities Act, 2016 prohibits discrimination against individuals with physical and mental disabilities. Amity University Rajasthan (AUR) is against all kinds of discrimination on any grounds including disability. AUR 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.

2. 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.

3. 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.

4. 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 fulfill 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.

5. 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 ensure the awareness programmes 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.

6. 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.

7. 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.





ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुर शाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax: 011-2323 8858

E-mail: secy.ugc@nic.in

F.No.6-2/2013(SCT)

January, 2019

The Registrar,
All Universities/Deemed to be Universities

14 JAN 2019

Sub: - Guidelines for conducting written examination for Persons with Benchmark Disabilities.

Sir/Madam,

The undersigned is directed to forward herewith a copy of the O.M. No.3402/2015-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 regarding "Guidelines for conducting written examination for Persons with Benchmark Disabilities". The Central Government (D/oEPwD) has laid down the Guidelines for conducting written examination for persons with Benchmark Disabilities, 2018 in supersession of the earlier Guidelines issued vide OM No.F.16-110/2003-DD.III dated 26.02.2013.

You are requested to take immediate action as per the above guidelines. These guidelines may also be circulated to the constituent and affiliated colleges for strict compliance.

Yours sincerely,

(.Rajnish Jain)

Encl: As above.

F. No. 34-02/2015-DD-III

Government of India

Ministry of Social Justice & Empowerment

Department of Empowerment of of Persons with Disabilities (Divyangjan)

Pt. Deendayal Antyodaya Bhawan,
C.G.O. Complex, New Delhi -110003

Dated: the 29th August, 2018

Handwritten notes and signatures: 1619, 2018, 29/8/18, and other illegible scribbles.

Office Memorandum

Subject: Guidelines for conducting written examination for Persons with Benchmark Disabilities

Handwritten note: 2018

The undersigned is directed to say that this Department had issued the guidelines for conducting written examination for persons with disabilities defined in terms of erstwhile Persons with Disabilities (Equal Opportunities, Protection for Rights and Full Participation) Act, 1995 vide OM No. 16-110/2003-DD.III dated 26/02/2013. The Department had constituted a Committee under the Chairmanship of Secretary, DEPwD in March, 2015 to review the said guidelines based on the issues raised by Union Public Service Commission and others. Meanwhile the Central Government enacted the Rights of Persons with Disabilities Act, 2016 (RPwD Act, 2016) which came into force from 19.04.2017. The Act provides for reservation in Government jobs for persons with benchmark disabilities as defined under section 2 (r) of the said Act.

Based on the findings of the Committee, the Central Government hereby lays down the revised guidelines for conducting written examination for persons with benchmark disabilities in supersession of the earlier guidelines issued vide OM No. 16-110/2003-DD.III dated 26/02/2013 as under:

- I. These guidelines may be called as "Guidelines for conducting written examination for persons with benchmark disabilities 2018"
- II. There should be a uniform and comprehensive policy across the country for persons with benchmark disabilities for written examination taking into account improvement in technology and new avenues opened to the persons with benchmark disabilities providing a level playing field. Policy should also have flexibility to accommodate the specific needs on case-to-case basis.
- III. There is no need for fixing separate criteria for regular and competitive examinations.

Use (Cover)

3/7

IV. The facility of Scribe/Reader/Lab Assistant should be allowed to any person with benchmark disability as defined under section 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed if so desired by him/her.

In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe/reader/lab assistant shall be given, if so desired by the person.

In case of other category of persons with benchmark disabilities, the provision of scribe/reader/lab assistant can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution as per proforma at **APPENDIX-I**.

V. The candidate should have the discretion of opting for his own scribe/reader/lab assistant or request the Examination Body for the same. The examining body may also identify the scribe/reader/lab assistant to make panels at the District/Division/ State level as per the requirements of the examination. In such instances the candidates should be allowed to meet the scribe **two days** before the examination so that the candidates get a chance to check and verify whether the scribe is suitable or not.

VI. In case the examining body provides the scribe/reader/lab assistant, it shall be ensured that qualification of the scribe should not be more than the minimum qualification criteria of the examination. However, the qualification of the scribe/reader should always be matriculate or above.

In case the candidate is allowed to bring his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination. The persons with benchmark disabilities opting for own scribe/reader should submit details of the own scribe as per proforma at **APPENDIX-II**.

VII. There should also be flexibility in accommodating any change in scribe/reader/lab assistant in case of emergency. The candidates should also be allowed to take more than one scribe/reader for writing different papers especially for languages. However, there can be only one scribe per subject.

VIII. Persons with benchmark disabilities should be given, as far as possible, the option of choosing the mode for taking the examinations i.e. in Braille or in the computer or in large print or even by recording the answers as the examining bodies

4/7

can easily make use of technology to convert question paper in large prints, e-text, or Braille and can also convert Braille text in English or regional languages.

IX. In case, the persons with benchmark disabilities are allowed to take examination on computer system, they should be allowed to check the computer system one day in advance so that the problems, if any in the software/system could be rectified. Use of own computer/laptop should not be allowed for taking examination. However, enabling accessories for the computer based examinations such as keyboard, customized mouse etc should be allowed.

X. The procedure of availing the facility of scribe should be simplified and the necessary details should be recorded at the time of filling up of the forms. Thereafter, the examining body should ensure availability of question papers in the format opted by the candidate as well as suitable seating arrangement for giving examination.

XI. The disability certificate issued by the competent medical authority at any place should be accepted across the country.

XII. The word "extra time or additional time" that is being currently used should be changed to "compensatory time" and the same should not be less than 20 minutes per hour of examination for persons who are allowed use of scribe/reader/lab assistant. All the candidates with benchmark disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hours duration. In case the duration of the examination is less than an hour, then the duration of additional time should be allowed on pro-rata basis. Additional time should not be less than 5 minutes and should be in the multiple of 5.

XIII. The candidates should be allowed to use assistive devices like talking calculator (in cases where calculators are allowed for giving exams), tailor frame, Braille slate, abacus, geometry kit, Braille measuring tape and augmentative communication devices like communication chart and electronic devices.

XIV. Proper seating arrangement (preferably on the ground floor) should be made prior to the commencement of examination to avoid confusion or distraction during the day of the exam. The time of giving the question papers should be marked accurately and timely supply of supplementary papers should be ensured.

XV. As far as possible, the examining body should also provide reading material in Braille or E-Text or on computers having suitable screen reading software for open book examination. Similarly online examination should be in accessible format i.e. websites, question papers and all other study material should be accessible as per the international standards laid down in this regard.

XVI. Alternative objective questions in lieu of descriptive questions should be provided for Hearing-Impaired persons, in addition to the existing policy of giving alternative questions in lieu of questions requiring visual inputs, for persons with Visual Impairment.

XVII. As far as possible the examination for persons with disabilities should be held at the ground floor. The examination centres should be accessible for persons with disabilities.

2. It is requested to ensure that the above guidelines are scrupulously followed while conducting examination for persons with benchmark disabilities. All the recruitment agencies, Academics/Examination Bodies etc. under the administrative control of each Ministry/Deapartment may be advised appropriately to ensure compliance of implementing these guidelines. Action taken in this regard may be intimated to this office.

3. The above guidelines are issued with the approval of Hon'ble Minister (Social Justice & Empowerment).

Yours faithfully,

(Signature)
(D.K. Panda)

Under Secretary to the Government of India
Tele. No. 24369059

To

1. Secretary of all Ministries/Department.
 2. Secretary, UPSC, Shahjahan Road, New Delhi.
 3. Chairman, SSC, Block No.12, CGO Complex, Lodhi Road, New Delhi-110003.
 4. Chairman, University Grants Commission with a request to issue necessary instructions to all universities including Deemed Universities for compliance.
 5. Chairman, Railway Board
 6. All National Institutes and RCI under administrative control of Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of SJ&E, New Delhi.
- Copy for information to: CCPD, Sarojini Bhawan, Bhagwan Dass Road, New Delhi

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 (eg. Visual impairment – Ophthalmologist, Locomotor disability – Prthopaedic specialist/PMR).

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. _____ at _____ (name of the centre) in the District _____ (name of the State). 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)

Place:

Date:

Regulations

(1 of 2008)*

Conduct of Examinations Scheme of Evaluation and Discipline Among Students in Examinations



AMITY UNIVERSITY RAJASTHAN JAIPUR

**Approved by the Academic Council at its first meeting held on 23rd April 2010. Amendments approved vide the Academic Council at its sixth meeting held on 23rd April 2012 and the meeting held on 20th November 2015 and 21st Academic Council Meeting, held on 26th May, 2017 and ratified in its 22nd meeting held on 1st December-2017. Ratified by Board of Management at its First meeting held on 23rd April 2010 and amendments ratified at its sixth meeting held on 23rd April 2012 and meeting held on 20th November 2015 and in 22nd meeting held on 1st December-2017. Amended in 27th Academic Council meeting held on 29th July '2020*

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The Academic Council may allow any other category of candidates to take the University Examination for any specified academic programme subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.

- (3) The last date for receipt of examination forms and fees shall be notified by the Controller of Examinations. The schedule of end term examinations including practical(s) will be notified by him through the Departments/Constituent Units.
- (4) A student may not be admitted into the examination hall, if he fails to present to the Examination Centre Superintendent/Invigilator of the examination his admit card or fails to satisfy the officer that it will be produced within a reasonable time.
- (5) The Centre Superintendent shall have the power to call upon any student appearing at an examination to give a specimen signature for purpose of identification.
- (6) Permission to appear/ re-appear at a university examination may be withdrawn before or during the course of the examination which, in the opinion of the President, justifies the student's expulsion.
- (7) Notwithstanding anything contrary to these Regulations, no student who is undergoing any restriction at the time of submitting the application form or during the period of examination or who was expelled during the academic year just preceding the date of examination at which he intends to appear shall be admitted to the examination.
- (8) Detailed Guidelines relating to the conduct of examinations such as dates for submission of examination forms, issue of examination admit cards, issue of duplicate certificates, instructions to examiners, examination centre superintendents, invigilators, other members of staff engaged in examination duty shall be approved by the President. The Examination Centres shall be advised through Guidelines to take all steps for proper conduct of examinations such as proper supervision and invigilation, effective security cordoning off the examination centres from the range of loudspeakers and other interference and taking stern action in all cases involving copying and use of unfair means misbehaviour or misconduct of students during examinations.

24 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.

25 DISCIPLINARY CONTROLS OF STUDENTS IN RELATION TO UNIVERSITY EXAMINATIONS

- (1) During examinations, the candidates shall be under the disciplinary control of the Examination Centre Superintendent who will issue necessary instructions. If a candidate disobeys instructions or misbehaves with any member of the supervisory staff or University Observer or representative or the invigilators at the Centre, he may be expelled from the examination for that session. The Examination Centre Superintendent shall immediately report the facts of such a case with full details of evidence to the Controller of Examinations who will refer the matter to the Examination Discipline Committee. The said Committee will make recommendations for disciplinary action as it may deem fit, to the President.
- (2) The students shall maintain proper discipline and orderly conduct during the examinations. They shall not make use of any unfair or dishonest means or indulge in disorderly conduct in the examinations.

(3) *ACTS OF DISORDERLY CONDUCT IN THE EXAMINATION:*

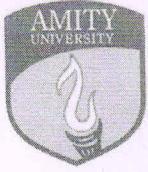
Acts of disorderly conduct in the examination, a practical or oral examination include:

- (a) Misbehaviour in the examination hall with the Centre Superintendent, the Invigilator on duty, the Examiner conducting a practical or oral examination or the members of flying squads, the observers, the representatives of the University or the other staff working at the Examination Centre, or with any other Candidate, in or around the examination centre, or threat to life of these examination staff, observers, members of flying squads etc. before, during or after the examination hour.
- (b) Intentionally tearing off the answer book(s) or a part thereof or a continuation sheet or any other specific response sheet used in the examination.
- (c) Causing damage to laboratory equipments, books in library and other properties.
- (d) Disturbing or disrupting or instigating others to disturb/disrupt the examination.
- (e) Instigating others to leave the examination room.
- (f) Carrying any weapons into the examination centre.
- (g) Non-surrender of previous Grade sheets as required under Para 30(5)
- (h). Any act not specified above as determined by the Academic Council.

(4) *ACTS OF UNFAIR MEANS*

The following shall be deemed to be the act of unfair means:

- (a) Talking to another candidate or any person, inside or outside the examination hall, during the examination without the permission of a member of the supervisory staff.
- (b) Leaving the examination hall without handing over the answer book and or continuation sheet, if any, or any other specifically designed response sheet to the Invigilator or Supervisor concerned or Centre Superintendent or the concerned authorized officer of the University deputed to the examination centre, and taking away, tearing off or otherwise disposing off the same or any part thereof.



AMITY UNIVERSITY

RAJASTHAN

Kant Kalwar, NH-11-C,
Jaipur (Rajasthan) 303002
Tel: 01426-405678,
Fax: 01426-405679

No. : AUR/REG/5807

Date : 01/11/2021

Committee Equal Opportunity Cell

A committee is constituted as under, to oversee and suggest equal opportunities for differently-abled persons (students, faculty/staff) and for implementation of the schemes :

- | | | | |
|----|-----------------------|--|---------------------|
| 1. | Mr. Sanjiv Singh Bhal | Dean - Student's Welfare
Email ID - ssbahl@jpr.amity.edu | : Presiding Officer |
| 2. | Mr. Vikas Chauhan | Dy. Director - Administration
Email ID - vchauhan@jpr.amity.edu | : Member |
| 3. | Dr. Sunil Kumar | Associate Professor - ASET
Email ID - skumar@jpr.amity.edu | : Member |
| 4. | Ms. Anuradha Gautam | Assistant Professor - ASH
Email ID - agautam@jpr.amity.edu | : Member |

The committee will :

- Develop/prepare 'Guidelines for Differently-Abled Students and members of Faculty/Staff'.
- Ensure adoption of the 'Harmonized Guidelines and Space Standards for Barrier Free Built Environment For Persons with Disabilities', developed by the Ministry of Urban Development.
- Look into the complaints received from the differently-abled students as well as members of faculty and staff. A 'Complaint Register' carrying all details may also be maintained in the office of Presiding Officer.

The committee is requested to forward the draft guidelines covering above latest by 12/11/2021.

(Auth. : UGC D.O. No. F.6-1/2018 (SCT) Dated 02/09/2020 is attached)


Dr. Nitin Bhardwaj
Registrar





AMITY UNIVERSITY

RAJASTHAN

7.1.7. Information Brochures

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

The lifts and ramps are fitted in all the academic blocks and hostels for easy access to classrooms and hostel rooms.



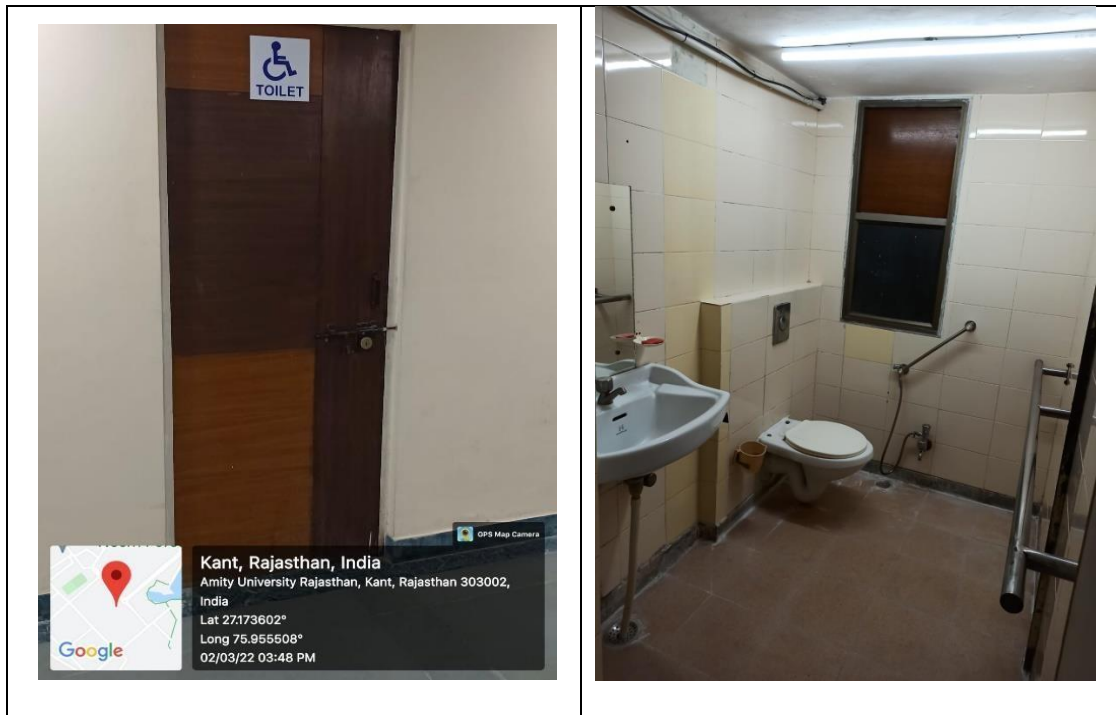


AMITY UNIVERSITY

RAJASTHAN

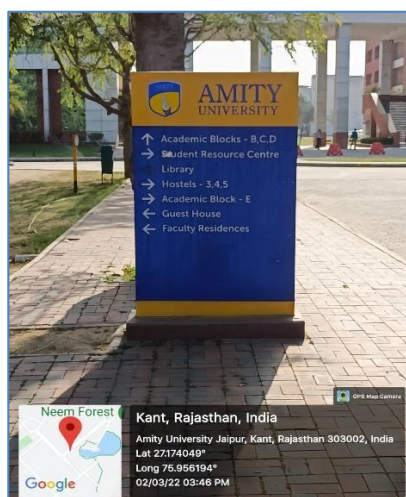
2. Divyangjan friendly washrooms

The campus has divyangjan friendly toilets in all Academic blocks. The handles are fitted in all the toilets for easy sitting. The wheelchair can easily enter inside the toilet.



3. Signages including lights, display boards and signposts

Signages including display boards, signposts are available all over the campus at vantage points for easy access to all over the campus. Road lights and floodlights are available all over the campus.



Signages



AMITY UNIVERSITY

RAJASTHAN

Assistive facilities for person with disabilities (Divyangjan)

- Availability of wheel chairs, Ramps in academic blocks/ hostels

Provision for enquiry and information:

- Human assistance as scribes/amanuensis for writing examination

As per AUR examination regulations no. 24 (**AUR EXAMINATION REGULATIONS ATTACHED**)

- (1) Scribes/Amanuensis is 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 selects 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 is paid an honorarium as prescribed by the University from time to time.
- (6) No extra fee is 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.

Human assistance as scribes/amanuensis for writing examination

11/21/22, 12:54 PM

Mail - Suparno Ghosh - Outlook

*Amanuensis Support
for Exams.*

Fwd: Request for a Writer & Bed during Exams

Prof.(Dr.) Deepali Bhatnagar <dbhatnagar@jpr.amity.edu>

Mon 5/30/2022 10:44 AM

To: Suparno Ghosh <sghosh@jpr.amity.edu>; Raj Kumar Jain <rkjain@jpr.amity.edu>

Cc: Prof. Amit Jain <ajain4@jpr.amity.edu>; G.K.Aseri <gkaseri@jpr.amity.edu>

1 attachments (136 KB)

IMG-20220530-WA0008.jpg;

Dear Sir,

Please consider the request as the student is having serious medical issues.

Regards

Dr Deepali Bhatnagar
Deputy Director
Amity Business School

Get Outlook for iOS

From: Purna Rathi <prernarathi113@gmail.com>

Sent: Monday, May 30, 2022 2:29:45 PM

To: Prof.(Dr.) Deepali Bhatnagar <dbhatnagar@jpr.amity.edu>

Subject: Request for a Writer & Bed during Exams

Greetings!

I'm writing this mail to bring to your concern that I have been going through several medical issues including blackouts, nausea, fever and a severe pus wound on my back which has made me unable to sit, lay down on my back and even walk properly. I am under antibiotics through a cannula on my right hand and other medications.

So, in order to give my semester exams which are starting from tomorrow, I'll be requiring a writer and a bed to lay down, from your side.

I have also attached a picture of my prescription from the MI room of the University with this mail.

Thank you.

Regards,

Purna Rathi
BBA Semester-2
(A20006421043)

P.R.
Controller of Examinations
Amity University Rajasthan

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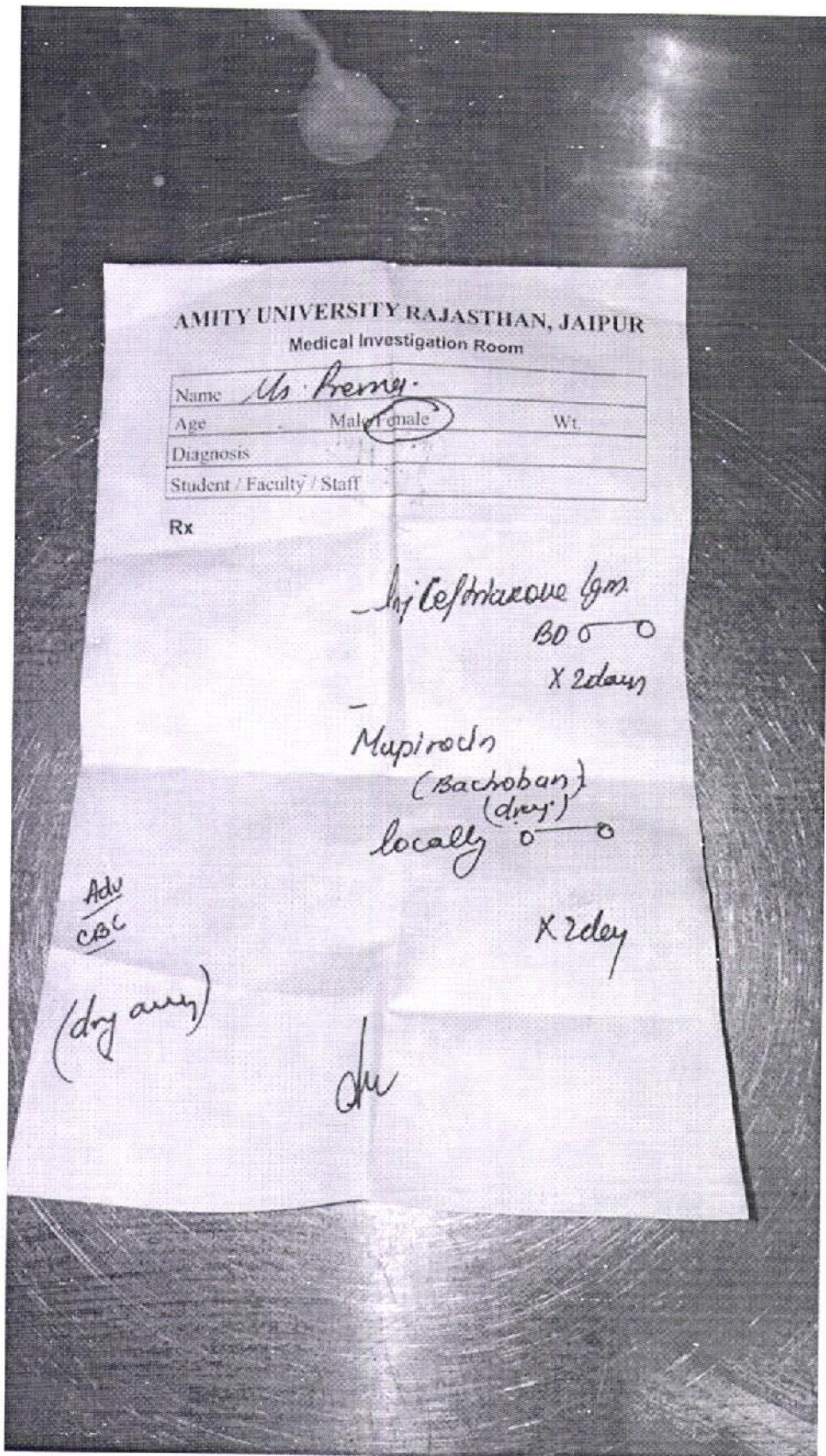
Full screen



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AMITY UNIVERSITY RAJASTHAN, JAIPUR
 Medical Investigation Room

Name	Ms. Prema	
Age	Male / female	Wt.
Diagnosis		
Student / Faculty / Staff		

Rx

Inj Ceftriaxone 1gm
 BD 0-0
 X 2 days

Mupirocin
 (Bactoban)
 (dry)
 locally 0-0

X 2 days

Adv
CSC

(dry away)

Dr



AMITY UNIVERSITY

RAJASTHAN

Following table lists the information about different screen readers:

Information related to the various screen readers

Screen Reader	Website
Non-Visual Desktop Access (NVDA)	http://www.nvda-project.org/
System Access to Go	https://www.satogo.com/en/