



MALWANCHAL UNIVERSITY, INDORE



**Providing Writer/ Scribe for Handicapped/
Injured Student during Examination Policy**

Year - 2016



**Providing Writer/
Scribe for
Handicapped/ Injured
Student During
Examination Policy**

Document No.:- I

Issued date:05/02/2016

Revised Date:05/02/2020

Created by: Dr. Vineet Gohiya

Approved by: Registrar

MALWANCHAL UNIVERSITY, INDORE

CONTENTS

S.No.	CONTENTS	Page No.
1	Introduction	4
2	Objective	
3	Scope	
4	Policy Statement	5
5	Responsibility	6


Registrar
Malwanchal University
Indore (M.P.)

Providing Writer/ Scribe for Handicapped/ Injured Student during Examination Policy

1. Introduction -

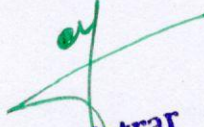
In accordance with guidelines issued by ministry of social justice and department of empowerment of persons with disabilities O.M. No. 16-110/2003 DD III dated 26/02/2013 and University Grant Commissions recommendation. The Malwanchal University has developed a policy on providing to students writer/scribe for handicapped students during examination. The University examinations are conducted based on guidelines by respective councils.

2. Objective -

To provide writer/scribe to any person with bench mark disabilities and has limitation in writing including that speed if so desired by him/her.

3. Scope -

This policy is applicable to the injured or handicapped students of constituent units of Malwanchal University.


Registrar
Malwanchal University
Indore (M.P.)

4. Policy Statement -

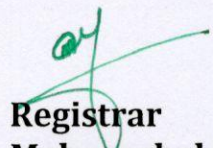
It was resolved to approve the following guidelines for providing writer/scribe of handicapped/injured students.

- I. In case of person with bench mark disabilities and injury the facility of scribe/ writer should allowed to any students if so desired by the candidate.
- II. The writer shall be provided only if the inability to writer examination is due to health/ physical disability.
- III. The application need to be approved by the Vice Chancellor.
- IV. In case the examining body provides the scribe/writer it shall be insured that qualification of the scribe should not be more than the minimum qualification criteria of the examination, the writer to be from other stream of course which does not hove same subject of that of examinee.
- V. The writer to be provided from the examination section and not to be suggested by the examinee.
 - The examiner to proved certificate from the specialist doctor or medical/ superintendent citing inability to writer and the reason to be genuine.
 - The examiner to be charged additional Rs. 350 per subject/paper as writer charges by University.
 - The writer to be paid remuneration of Rs. 250 per subject/paper by University.
 - The compensatory time given for examination shall be 20 minutes per each hour of examination.
 - The examination centre should be accessible for disabled candidate.
 - Proper seating arrangement should made prior to the commencement.
 - The compensatory time given for examination shall be 20 minutes per each hour of examination.
 - The disabled grandly toilets should be made available.

5. Responsibility -

- Receipt of applications from students controller of examinations
- Approval of application hon'ble Vice Chancellor
- Record management department of examination

**AR - Academic
Malwanchal University,
Indore (M.P.)**


**Registrar
Malwanchal University,
Indore (M.P.)**
**Registrar
Malwanchal University,
Indore (M.P.)**