



## Divyang Jan Prakoshth Policy

### **Preamble:**

JH Govt PG College, Betul has established a Divyang Jan Prakoshth for differently abled students. The college is against all kinds of discrimination on any grounds, including disability. It intends to advance a comprehensive and inclusive teaching and learning environment in which incapacitated students and employees are not distraught or treated unfavorably. The institute aims to design its programs, administrations, and activities to be accessible to the students. All the authorities of the institute are striving to extend a helping hand towards the differently abled to make sure about the benefits of grounds programs, administrations, and activities. These guidelines apply to all the faculties of the institute.

### **Objectives of the Policy:**

- To create a suitable regulatory mechanism for the effective delivery of services to disable students and staff of the college.
- To create an inclusive culture to avoid discrimination, exploitation and exclusion of disable students and staff from all spheres of work and education.
- To ensure full participation of persons with disabilities and to provide them equal opportunities.
- To provide accessible and inclusive education at the institute.
- To ensure implementation of all legislations concerning persons with disabilities.
- To provide the necessary budget allocation to achieve the above objectives.
- Maximum development opportunities.



## Policy

- Inclusion and Anti-Discrimination Implementation of UGC guidelines for scheme of equal opportunity centre for colleges.
- Ensuring admission of students from all social milieus and their empowerment through intensive mentoring and counselling.
- Strict implementation of admission policies for people with disabilities should be ensured as per the updated guidelines of UGC for admission.
- To create an atmosphere of equality with special privileges for disabled students to provide counselling to differently-abled students on the types of courses, they could study at higher education institutions. They are also informed about the prospects in different fields.
- To ensure admission of as many differently-abled students as possible through the open quota and also through the reservation meant for them.
- To gather orders dealing with fee concessions, examination procedures, reservations, policies, etc., about differently-abled persons.
- To inform about the policies, etc. about differently-abled persons.
- To assess the educational needs of differently-abled persons enrolled in higher education institutes to determine the types of assistive devices to be procured.
- To conduct awareness programmes for teachers of the institute about the approaches to teaching, evaluation procedures, etc., which they should address in the case of differently-abled students.
- To study the aptitude of differently-abled students and assist them in getting appropriate employment when desired by them after their studies.
- To celebrate important days about disability, such as World Disabled Day, White Cane Day, etc, in the institute and also in the neighborhood to create awareness about the capabilities of differently-abled persons.



- To ensure maintenance of special assistive devices procured by the higher education institute under the HEPSN scheme and encourage differently-abled persons to use them to enrich their learning experiences.
- To prepare annual reports with case histories of differently-abled persons who benefited from the HEPSN scheme sanctioned to the higher education institute.

### **Providing Access to Differently-abled Persons**

- It has been felt that differently-abled persons need special arrangements in the environment for their mobility and independent functioning. For this purpose, they are provided with electronic and manual wheelchairs. An atmosphere of compassion and love is created among the other students towards them.
- To avoid the architectural barriers that disabled persons find difficult for their day-to-day functioning, ramps, railings and toilets for the disabled are built. Suitable changes are proposed in the building of the college to meet the requirements of accessibility-related issues as per the stipulations of the persons with Disabilities Act 1995. The college wants to ensure that all existing structures, as well as future construction projects on the campus, are made disabled-friendly.

### **Providing Special Equipment to augment Educational Services for Differently Abled Persons**

- Differently-abled persons require special aids and appliances for their daily functioning. These are available through the help of the Jan BhagidaaariSamiti of the college. For this purpose, Divyang Jan Prakoshth has provided a computer loaded with disabled-friendly software.
- For the visually challenged, Prakoshth has a Kibo reader software. It helps students listen and translate study material. Prakoshth also has tactile atlas Braille books.
- For hearing-impaired students, Prakoshth has a hearing aid and reading chart for the training programme.



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### **Sensitisation and Awareness**

- The organisation of awareness and sensitisation programmes and events should be ensured for able-bodied staff and students to make the college a safe space for people with disabilities.
- The organisation of academic and cultural activities, training, short-term courses and workshops specially designed to cater to the needs of students with disabilities should be ensured.
- Training of the college staff in disabled-friendly teaching practices within and outside the classroom should be organised.
- Collaborations with external agencies and organisations to create more opportunities for learning and vocational training for students with disabilities should be done.
- The provision of counselling facilities for the mental health needs of people with disabilities is made in the curriculum of the Prakoshth.
- Conducting remedial classes for students with disabilities should be ensured.



## Annexure I

### The Rights of Persons with Disabilities (RPwD) Act, 2016

The RPwD Act, 2016 was enacted on 28.12.2016 which came into force from 19.04.2017. The salient features of the Act are:-

- i. Responsibility has been cast upon the appropriate governments to take effective measures to ensure that the persons with disabilities enjoy their rights equally with others.
- ii. Disability has been defined based on an evolving and dynamic concept.
- iii. The Act covers the following specified disabilities:-
  1. Physical Disability
    - a. Loco motor Disability
      - i. Leprosy Cured Person
      - ii. Cerebral Palsy
      - iii. Dwarfism
      - iv. Muscular Dystrophy
      - v. Acid Attack Victims
    - b. Visual Impairment
      - i. Blindness
      - ii. Low Vision
    - c. Hearing Impairment
      - i. Deaf
      - ii. Hard of Hearing
    - d. Speech and Language Disability
  2. Intellectual Disability
    - a. Specific Learning Disabilities
    - b. Autism Spectrum Disorder
  3. Mental Behaviour (Mental Illness)
  4. Disability caused due to-
    - a. Chronic Neurological Conditions such as-
      - i. Multiple Sclerosis
      - ii. Parkinson's Disease



- b. Blood Disorder-
  - i. Haemophilia
  - ii. Thalassemia
  - iii. Sickle Cell Disease
5. Multiple Disabilities
  - i. Additional benefits have been provided for persons with benchmark disabilities and those with high support needs.
  - ii. Every child with benchmark disability between the age group of 6 and 18 years shall have the right to free education.
  - iii. 5% reservation in seats in Government and Government aided higher educational institutions for persons with benchmark disabilities.
  - iv. Stress has been given to ensure accessibility in public buildings (both Government and private) in a prescribed time-frame.
  - v. 4% reservation in Government jobs for certain persons or class of persons with benchmark disability.
  - vi. The Act provides for grant of guardianship by district court or any authority designated by the State Government under which there will be joint decision – making between the guardian and the persons with disabilities.
  - vii. Broad based central & state advisory boards on disability to be set up as policy making bodies.
  - viii. The Act provides for strengthening of the office of Chief Commissioner of persons with disabilities and state commissioners of disabilities which will act as regulatory bodies and Grievance Redressal agencies and also monitor implementation of the Act. These offices will be assisted by an advisory committee comprising of experts in various disabilities.
  - ix. Creation of national and state fund to provide financial support to the persons with disabilities.
  - x. The Act provides for penalties for offences committed against persons with disabilities.
  - xi. Designated special courts to handle cases concerning violation of rights of PwDs.



S.No.	Title of the Contents
1.	For details of the RPwD Act, 2016.
2.	Commencement of RPwD Act, 2016 from 19.04.2017.
3.	Rights of Persons with Disabilities Rules, 2017. These rules were notified on 15.06.2017.
4.	Corrigendum in Hindi dated 21.07.2017.
5.	Notification constituting Governing Body for Management of National Fund for Persons with Disabilities on 13.10.2017.
6.	Notification constituting Central Advisory Board on Disability on 08.11.2017.
7.	Notification on Guidelines for Assessment of Various Specified Disabilities.
National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999	
8.	National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999 notified on 30.12.1999.
9.	National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Rules, 2000 notified on 26.07.2000.
10.	National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities (Amendment) Rules, 2010 notified on 28.12.2010.
11.	National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities (Amendment) Rules, 2015 notified on 04.02.2015.



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S.No.	Title of the Contents
12.	Board of the Trust Regulations, 2001 notified on 03.08.2001.
13.	Board of the Trust (Amendment) Regulations 2004 notified on 16.02.2004.
14.	Board of the Trust (Amendment) Regulations, 2006 notified on 27.06.2006.
15.	Board of the Trust (Amendment) Regulations, 2010 notified on 24.12.2010.
16.	Board of the Trust (Amendment) Regulations, 2017 notified on 23.10.2017.
17.	Notification for Appointment of First Ex-officio Chairperson and Constitution of Board of Trust of National Trust, 2000 on 22.09.2000.
18.	Amendment to the Constitution of Board of National Trust, 2005 notified on 14.03.2005.
19.	Amendment to the Constitution of Board of National Trust, 2006 notified on 24.05.2006.
20.	Amendment to the Constitution of Board of National Trust, 2007 notified on 18.01.2007.
21.	Amendment to the Constitution of Board of National Trust, 2011 notified on 20.07.2011.
22.	Amendment to the Constitution of Board of National Trust, 2016 notified on 12.01.2016.
23.	Amendment to the Constitution of Board of National Trust, 2016 notified on 20.09.2016.
24.	Amendment to the Constitution of Board of National Trust,





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S.No.	Title of the Contents
	2017 notified on 22.06.2017.

S.No.	Title of the Contents
1.	Rehabilitation Council of India Act, 1992 notified on 01.09.1992.
2.	Rehabilitation Council of India Regulations notified on 27.03.1997.
3.	Rehabilitation Council of India Regulations notified on 22.04.1998.
4.	Amendment in the Composition of General Council notified on 03.06.1998.
5.	Amendment in the Composition of General Council notified on 02.05.2000.
6.	Amendment in the Composition of General Council notified on 29.09.2000.
7.	Amendment in the Schedule of RCT Act notified on 25.10.2006.
8.	Amendment in the Composition of General Council notified on 15.10.2008.
9.	Amendment in the Composition of General Council notified on 15.06.2009.
10.	Amendment in the Composition of General Council notified on 29.09.2013.
11.	Amendment in the Composition of General Council notified on 06.02.2018.
12.	Amendment in the Composition of General Council notified on 07.02.2018.



## THE NATIONAL POLICY FOR PERSONS WITH DISABILITIES, 2006

Recognizing that the Persons with Disabilities constitute a valuable human resource for the country and that a majority of such persons can lead a better quality of life if they have equal opportunities and effective access to rehabilitation measures, the Government, with a view to create an environment that provides such persons equal opportunities for protection of their rights and full participation in society, formulated and brought out the National Policy for Persons with Disabilities.

2. With focus on Prevention of Disabilities and Rehabilitation Measures, the Policy provides for the following:-

I. Prevention of Disabilities

II. Rehabilitation Measures

A. Physical Rehabilitation Strategies:

- Early Detection and Intervention
- Counselling & Medical Rehabilitation
- Assistive Devices
- Development of Rehabilitation Professionals

B. Education for Persons with Disabilities

C. Economic Rehabilitation of Persons with Disabilities:

- Employment in Government Establishments
- Wage employment in Private Sector
- Self-employment

III. Provisions for Women with Disabilities

IV. Provisions for Children with Disabilities

V. Barrier-free Environment

VI. Issue of Disability Certificates

VII. Social Security

VIII. Promotion of Non-Governmental Organizations (NGOs)



IX. Collection of regular information on Persons with Disabilities

X. Research

XI. Sports, Recreation and Cultural life

XII. Amendments to existing Acts dealing with the Persons with Disabilities

4. Accordingly, the principal areas of intervention under the policy are : prevention, early-detection and intervention; programmes of rehabilitation; human resource development; education of persons with disabilities; employment; barrier free-environment; social protection; research; sports, recreation and cultural activities.

5. The following mechanism is in place for implementation of the National Policy:

- i. Department of Empowerment of Persons with disabilities, Ministry of Social Justice & Empowerment is the nodal department to coordinate all matters relating to implementation of the Policy.
- ii. The Central Coordination Committee, with stakeholder representation, coordinates matters relating to implementation of the National Policy. There is a similar committee at the state level.
- iii. The Ministries of Home Affairs; Health & Family Welfare; Rural Development; Urban Development; Youth Affairs & Sports; Railways; Science & Technology; Statistics & Programme Implementation; Labour; Panchayati Raj and Women & Child Development and Departments of Elementary Education & Literacy, Secondary & Higher Education; Road Transport & Highways; Public Enterprises; Revenue; Information Technology and Personnel & Training are also identified for implementation of the policy.
- iv. Panchayati Raj Institutions and Urban Local Bodies are associated in the functioning of the District Disability Rehabilitation Centres. They are required to play a crucial role in the implementation of the National Policy to address local level issues.



- v. The Chief Commissioner for persons with disabilities at central level and state commissioners at the state level, play key role in implementation of the National Policy, apart from their respective statutory responsibilities.

### **UNITED NATIONS CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES (UNCRPD), 2006**

The Convention was adopted by UN General Assembly on December 13, 2006 and opened for signing by the state parties on March 30, 2007. Adoption of the convention has really imparted empowerment to persons with disabilities across the globe to demand their rights and make state, private and civil society agencies accountable for enjoying their rights.

2. India is one of the few first countries which ratified the Convention. Consequent upon signing the Convention on March 30, 2007, India ratified the Convention on 01.10.2007. The Convention has come into force from May 3, 2008. The Convention places the following three important obligations on each state party: -

- a) Implementation of the provisions of the Convention;
  - b) Harmonization of the country laws with the Convention and
  - c) Preparation of a country report.
3. Taking concrete measures for effective implementation of the Convention, all the concerned Central Ministries were requested to implement the provisions of the Convention as might be applicable to each of them. Similarly, all the Chief Ministers of States and Administrators of UTs were also requested to examine different provisions/obligations under the Convention as might relate to them and to take effective steps for their early implementation. The State Governments/UT Administrators were also asked to furnish a status report in this regard so that the same could be utilized towards preparing the Country Report. Rigorous monitoring and follow-up was being done in this regard so as to fulfill obligations of the Convention. India's First Country Report was submitted to UN Committee on Rights of Persons in November, 2015.



## Incheon Strategy

Incheon Strategy “To make the Right Real” for Persons with Disabilities in Asia and Pacific. The Ministers and representative of members and associate members of the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) assembled at the High Level Inter Governmental meeting on the final review of the implementation of the Asian and Pacific Decade of Disabled Persons, 2003-2012 held at Incheon, Korea from 29th October – 2 nd November, 2012 and adopted the Incheon Strategy “Make the Right Real” for Persons with Disabilities in Asia and the Pacific. The ESCAP in its 69th Session held from 25th April – 1 st May, 2013 passed the resolution endorsing the Ministerial declaration and Incheon Strategy.

2. The Incheon Strategy to make the Right Real for Persons with Disabilities in Asia and Pacific sets out the following 10 goals:-

- i. Reduce poverty and enhance work and employment prospects;
- ii. Promote participation in political processes and in decision making;
- iii. Enhance access to the physical environment, public transportation, knowledge, information and communication;
- iv. Strengthen social protection;
- v. Expand early intervention and education of children with disabilities;
- vi. Ensure gender equality and women’s empowerment;
- vii. Ensure disability-inclusive disaster risk reduction and management;
- viii. Improve the reliability and comparability of disability data;
- ix. Accelerate the ratification and implementation of the Convention on the Rights of Persons with disabilities and harmonisation of National Legislation with the Convention; and
- x. Advance sub-regional, regional and inter-regional co-operation.



3. The Incheon strategy spells out action plans at the regional, sub-regional and regional levels to achieve the above goals and also contains the core indicators for tracking the progress of implementation.

4. In order to oversee implementation of the Incheon strategy, the UNESCAP has constituted a working group on the Asian and Pacific Decade for persons with disabilities, 2013-2022. The working group consists for government representatives from 15 member countries including India and 15 Civil Society Organisations in the Asia and Pacific Region. The First meeting of the working group was held at Incheon, Korea during 25-26 February, 2014. The Second Session of the working group was held in Delhi during 2-3 March, 2015 hosted by Department of Empowerment of persons with disabilities in association with UNESCAP Secretariat. Third and fourth session of the working group were held in Bangkok.

5. Subsequently, high-level inter-Governmental meeting was held on mid-point review of the Asia Pacific Decade for Persons with Disabilities in Beijing from 27<sup>th</sup> November to 1<sup>st</sup> December, 2017. After deliberations in the meeting, Beijing Declaration was adopted which outlines action plan for the State parties to achieve the targets of Incheon Strategy in the next five years.

### **Scheme**

### **Research and Development**

The Department of Empowerment of persons with disabilities has launched a new central sector scheme on "Research on disability related technology, products and issues". In January, 2015 with the objective to promote research of service models and programmes on the basis of life cycle needs, holistic development of the individuals and their families and creating an enabling environment for the empowerment of the persons with disabilities and promote research in prevention and prevalence of disability and the application of science & technology for the development of indigenous, appropriate aids and appliances.



### **The scheme has 2 components**

- (i) Research and Development of assistive technology and product development devices; and
  - (ii) Scheme for study/research/survey/internship and periodical collection of data related to disability. The State Governments, the national institutes under the Department have been requested to submit their proposal in accordance with the scheme. Until 2017-18 the scheme was implemented as a standalone scheme of the Department. From the year 2018-19 it has become part of the umbrella scheme SIPDA.
2. The department has developed guidelines for grant of financial assistance for R&D projects under SIPDA.
3. During the year 2015-16, 22 proposals were received in the first phase out of which 4 proposals were approved by the Dept. However, only 2 agencies namely M/s Vision Foundation and AMU subsequently signed requisite agreement to undertake the project submitted by them. Accordingly, an amount of Rs. 4.80 lakhs has been released to these agencies. In the 2<sup>nd</sup> phase out of 13 proposals received in the department, 6 proposals have been approved by the Steering Committee with a total cost of about Rs. 99 lakhs. An amount of Rs. 40 lakhs will be released during the year 2015-16 for entrusting these 6 projects to the concerned agencies towards first instalment.

### **Annexure II**

### **SCHOLARSHIP SCHEME II — FOR 2500 DIFFERENTLY ABLED STUDENTS**

1. Objectives:
  - 1.1 The objective of the scheme is to provide financial assistance to the differently-abled students to enable them to pursue professional or technical courses from recognized institutes and get employed/self-employed.
  - 1.2 Differently-abled students face several barriers physical, financial, psychological, mental in pursuing studies and living with dignity. At times such students are deprived of harnessing their latent skills and thereby miss the opportunity to earn their livelihood and find a dignified place for themselves in the society. This scheme envisages encouraging differently-abled students by providing scholarships and other assistance to pursue



professional or technical courses and various skill development courses for their empowerment.

2. Number of Scholarships:

2.1 To start with every year 2500 scholarships will be provided to the differently-abled students throughout the country. 30% scholarships will be reserved for girls, which will be transferable to male students in case of non-availability of female candidates.

3. Scope:

3.1 These scholarships will be available for studies in India, for all differently-abled students who are covered under the Persons with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995 and the National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999. Only Indian Nationals will be eligible for scholarships.

4. Rate of Scholarship and other benefits under the scheme:

4.1 The following benefits will be available under the scheme:-

(i) Non-refundable fees shall be fully awarded in case of Government/Government-aided institution. In case of private Institutes the reimbursement would be restricted to similar courses in Government/Government-aided institutions.

(ii) Maintenance allowance will be paid to the students for a period of 10 months only in one academic year at following rates.

Class/Course	Maintenance allowance (Rs. per month)	Book/Stationery allowance (Rs. Per annum)
Professional Graduate Courses	2500/-	6000/-
Professional Post-Graduate courses	3000/-	10000/-

(iii) Visual, Hearing and Orthopaedically handicapped differently-abled students, in addition will be provided aids and appliances, only once during lifetime, as given below :





### Visually Handicapped

S.No.	Appliance	Estimated cost (up to)	Remarks
1.	Braille / Braille Typewriter	Rs. 10,000	For blind
2.	Laptop or Desktop with Screen reading software	Rs. 40,000	For blind
3.	Laptop or Desktop with Screen Magnification software	Rs. 60,000	For low vision

### Hearing Handicapped

S.No.	Appliance	Estimated cost (up to)
1.	Binaural digital programmable hearing aid with annual provision of button cells	Rs 50,000 + Rs 3600 p.a.
2.	Cell phone with SMS SIM card	Rs 5,000
3.	Laptop or Desktop with WiFi (Blue tooth) facility	Rs 70,000



Orthopaedically Handicapped

S.No.	Appliance	Estimated cost (up to)
1.	Laptop or Desktop	Rs. 40,000

5 Implementation of the Scheme

5.1 Conditions for Scholarship:

- i) Financial assistance will be given to pursue degree and/or post graduate level technical and professional courses from a recognized institution. Maintenance, book/stationary allowance and grant for purchase of assistive devices will be credited to the student's account. Non-refundable fees shall be reimbursed to the student on production of proof of deposit of fees or will be paid directly to the Institute under intimation to the student.
- ii) Scholarship will be awarded for only one course at a time.
- iii) Students who get admission to a college to pursue technical/professional courses, on the basis of a competitive examination will be eligible for the scholarship without any consideration of percentage of marks at higher secondary/graduation level.
- iv) Students who get admission in technical/professional courses without facing any competitive examination will also be eligible for scholarship. However, such students should have not less than 50% marks at higher secondary/graduation level. Selection of these students will be done strictly on merit basis. In case of female students should have not less than 45% marks at higher secondary/graduation level.
- v) Students who pursue their education through correspondence would also be eligible for the scholarship.
- vi) Continuation of the scholarship in subsequent years will be subject to successful completion of the course during the preceding year. However, grace period shall be admissible for Girl Students and Students failing in category C-4 is of two years and for all other categories is for one year w.e.f. the academic year 2014-15.
- vii) A candidate who is awarded scholarship for one course, after its completion will be eligible for another course too. However, the awardees will not be eligible for a similar or equivalent course.
- viii) A scholarship holder under this Scheme will not avail any other scholarship/stipend for pursuing the course.
- ix) The annual income of the beneficiary/parent or guardian of beneficiary should not exceed Rs. 3.00 lakh from all sources. However, preference shall be given to economically weaker students.



- 5.2 Other Conditions for the Scholarship:
- i) The scholarship is depended on the satisfactory progress and conduct of the scholar. If it is reported by the head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarship or stop or withhold further payment for such period as it may think fit.
  - ii) If a student is found to have obtained a scholarship by false statement, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
  - iii) A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study without prior approval of the Government. The amount already paid may also be recovered at the discretion of the Government.
  - iv) A scholar is liable to refund the scholarship amount at the discretion of the Government if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
  - v) The Scholarship will not be paid for the period of internship/housemanship in the M.B.B.S. course or for a practical training in any course, if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in any course issued by him/her.
  - vi) The conditions can be changed at any time at the discretion of the Government of India.
6. Publicity of the Scheme
- The Scheme will be given wide publicity over print and electronic media. Assistance of State Governments and other agencies such as UGC, Universities and prominent colleges and institutions will also be sought in giving publicity to the Scheme.
7. Procedure for Application
- 7.1 Application in enclosed prescribed format shall be submitted at any time during an academic year to the assigned agency. An advance copy of the application should also be submitted on line. Each applicant shall be given a registration number on receipt of the application. The screening committee shall examine these applications quarterly and the scholarship amount will be disbursed.
- 7.2 Renewal of the scholarship is in next year subject to successful



completion of the course in the previous year. However, grace period shall be admissible for Girl Students and Students failing in category C-4 is of two years and for all other categories is for one year w.e.f. the academic year 2014-15.

- 7.3 Along with the application the following enclosures will have to be furnished:
- Academic record – attested copies of relevant certificates/mark sheets for the qualifying examination.
  - Proof of annual income - Proof of income shall include last salary slip of parent/guardian, acknowledgement of income tax/income certificate e from revenue official/gazetted officer/public representative e.g. MP, MLA, MLC, Panchayat officials etc.;
  - Attested copy of Disability certificate;
  - Course fee receipt if any, duly paid during the academic session;
  - Receipt/Invoice of eligible assistive devices duly countersigned by the authorized signatory of the institution;
  - Attested copy of Aadhar Card
  - In case of continuation of scholarship in a succeeding year, a copy of the mark sheet of the preceding year.

8. Processing of applications

- The procedure for processing of applications will be outsourced to a reputed agency;
- All the applications will be processed in a time bound manner;
- The applications scrutinized by the authorized agency shall be placed before a screening committee periodically for final award of scholarships;
- Income certificate is to be submitted by the student only once i.e. at the time of sanction of scholarship,

NOTE: Rejection of Applications in the following conditions:-

- Incomplete in any respect;
- Not accompanied by copies of the required documents;
- Any fresh paper / enclosures submitted after closing date, shall not be considered;

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