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राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
(स्कूल शिक्षा और सक्षरता विभाग, मा.सं.वि.मं.,
भारत सरकार के अंतर्गत एक स्वायत्त संगठन)



Phone: 0120-4089800

NATIONAL INSTITUTE OF OPEN SCHOOLING
(An Autonomous Organisation Under Deptt. of School
Education and Literacy, M.H.R.D., Govt. of India)

F-76—2/2012/NIOS/Acad.
25th July 2012

OFFICE ORDER-1/12

On the recommendation of Departmental Advisory Board of Academic Department in its 7th meeting held on 16th January 2012 and recommended by Academic Council in its 12th Meeting held on 20th April 2012, the Executive Board of NIOS in its 62nd meeting held on 18th June 2012 approved the revised guidelines making General and Specific Examination related provisions disabled friendly. As advised by the statutory bodies, these guidelines will become the part of the Examination Bye Laws

This will be implemented with effect from 18th June 2012.

Dr. Kuldeep Agarwal
Director(Academic)

Copy to

1. Secretary
2. Director (Evaluation)
3. Director (VED)
4. Director (SSS)
5. SAP with the instruction to upload in NIOS website
6. Joint Director (Admn.)
7. Deputy Director(Accounts)
8. SO to CMO for the information of Chairman

6. General and Specific Examination related Provision for learners with disability

In NIOS examination, learners with disabilities are provided general provisions and also the facility of amanuensis, technological devices, calculators etc. according to their disabilities as per the procedure notified by NIOS from time to time.

6.1 Procedural Requirements

Candidates with disabilities as defined in the persons with Disabilities Act.1995 and A learner who wishes to avail the concession in the Examination is required to submit an application to the concerned Regional Director along with medical certificate of a Govt. Hospital/Medical Institution indicating the nature of his/her disability and the extent of the disability. *The certificate should clearly mention the type of support that will be required by the learner.*

While appearing in the Examination, the learner will write his/her disability on the top of the answer book as mentioned in the medical certificate specified at 6.1.1. This will be authenticated by his/her Centre Superintendent.

6.1 General Provisions

6.1.1 Provision of Extra Time: The condition of all learners with disabilities will have to be certified as per approved procedure specified at 6.1.1 for determining requirement of additional time. *An additional 20 minutes per hour for each of the subject¹ will be provided.* Condition of fatigue while dictating to scribe, using Amanuensis, sitting continuously etc. if indicated in the medical certificate specified at 6.1.1; *short breaks of not more than ten minutes per hour will be permitted in addition to above.*

6.1.2 Provision of Amanuensis: The service of amanuensis can be availed for theory papers only as per requirement of subjects concerned. The following learners will be eligible for the said facility:

- i) Learners with Autism, Cerebral Palsy, Mental Retardation, Multiple disabilities, Visual Impairment those suffering from speech or hearing defects, Dyslexic and any other disability (such as learners with learning disability) specified as per procedure at 6.1.1 will be provided services of amanuensis **free of charge.**

¹ Learners with Locomotor /Orthopedic Disabilities are to be considered as non-disabled learner and they will not require any special provision during the Examination.

- ii) Learners with poor hand function but having speech disorders will have scribes who can understand the sign language (other than the subject teacher, parents or siblings).
- iii) Upper limb polio affected learners and those in case of hand injury may be provided with the facility of amanuensis/scribe.
- iv) In case of sudden illness resulting in temporary disability, service of amanuensis will be allowed on furnishing of duly certified medical certificate specified at 6.1.1.
- v) the candidates may be permitted to draw the diagrams etc. themselves. If desired by them.

6.2.2 a. *Eligibility to be an Amanuensis*

- i. The amanuensis may be a student of a class lower than that of the learner with disability appearing for examination.
- ii. The amanuensis should not be related to the examinee. The Centre Superintendent will ensure the provisions and obtain and submit a certificate to this effect.
- iii. The Centre Superintendent of Examination Centre concerned will choose a suitable person from the school as far as possible and forward his/her name with photograph immediately to the concerned Regional Director with a report giving full particulars of the learner and of the amanuensis for consideration and approval.

6.2.2 b. *Fee for Amanuensis/ Interpreter using sign language:*

- (i) A fee of Rs. 100/- per session of examination will be given to the amanuensis/ interpreter using sign language from another subjects per hall by the Superintendent of the Examination Centre. The learners under the category 6.2.2 (except for iv) will not be required to pay any charge/fee.
- (ii) Other learners with temporary disabilities using the facility of amanuensis will have to pay the fee themselves.

6.2.3 Use of Computers: Learners who have minimum hand function but having speech disorders will be allowed to use the computer for the examinations. This facility will also be available to such visually impaired learners, and learners with learning disability, Cerebral Palsy and any other such disability *who make this request in advance and submit proof of using this facility as means of communication from the authorized authority as specified at 6.1.1.*

6.2.3a However it will be the responsibility of the learner to bring laptops, ensure adequate battery support and functioning of equipments. Centre Superintendent will have the right to check the machines for no pre-fed information except the required software (including the Text Reading Software) to enter the response. *Learner will need to report one hour in advance to complete these formalities.*

6.2.4 Sitting Arrangements: Wheel chair bound and mobility impaired learners will be given facility to write the examination on the ground floor in case the examination room is inaccessible. The Centre Superintendent will make arrangements to sit maximum of four students in a separate Examination Room with a separate invigilator for supervision. The examination room should be well lit and ventilated and away from noise and minimize disturbances.

6.2.5 The Centre Superintendent(s) will be directed to send the answer books of special category students in separate covers to the Regional Office concerned. A separate column will be provided on the title page of the answer book for indicating the category of physically challenged candidates so that these answer books could be segregated for sending them separately to the Regional Office of the Board;

6.2.6. Learners with Specific Needs registered under the SAIED AIs will have their study Centre as examination center also. During examination the invigilators deputed by NIOS will monitor the examination proceedings. To facilitate easy access, a few selected schools will be made examination centres for special student

6.3 Specific Provisions²: These are specific provisions in addition to the general provisions mentioned at 6.2

6.3.1 Learners with Visually Impairments

- i. Visually Impaired Learners will be provided with alternate questions in the theory papers in the question related to marking and labeling of maps in construction of geometrical figures. This provision will be applicable in the subject of Economics, Sciences, Mathematics and social science at Secondary level and History, Economics, Mathematics and Geography at Senior Secondary level.
- ii. Visually Impaired Learners may be allowed to use amanuensis/take examination using Braille typewriter, or computer. When the student takes examination using Braille, NIOS will seek the assistance of an organization for the Blind to transcribe the papers into print and the regular examiners will evaluate the papers along with other papers. The learners should arrange to bring own Braille's, Typewriter, Computer etc., for examination purposes. Equipment such as talking calculator, abacus, Taylor frame and geometry drawing kit may be allowed in the Examination Hall.
- iv. For course requiring computer skills, the equipment shall to be provided by the Centre conducting Examination.

² Many learners with disability now request for question papers in alternative format. This involves policy decision and advance preparation. NIOS will announce it as and when mechanism is in place.

6.3.2 Learners with Hearing Impairment

- i. Interpreter using sign language may be allowed in the Examination Room to help the learner with hearing impaired to understand the instructions.
- ii. One interpreter may be adequate for each Examination room. The Centre Superintendent may take decision regarding arrangement of an Interpreter.

6.3.3 Learners with Autism, Cerebral Palsy, Mental Retardation, Multiple Disabilities

- i. Computers with adapted hardware like trackball instead of mouse, augmentative communication boards (illustrative and not exhaustive) may be allowed. Use of Calculator may also be allowed for learner with Dyscalculia. Learners will have to arrange for their own tools and equipment.
- ii. Mentally Retarded learners may opt for project work as an alternative for practical.
- iii. Adapted chair, table, bed, etc., may be allowed in the Examination room in the case of severely disabled children who need them.
- iv. Provision may also be made for reading out the questions wherever necessary.

6.3.4 Learners with Learning Disability

Services of Amanuensis, use of computer and extra time may be provided as per the procedure specified at 6.1.1 and also as mentioned under general conditions.

6.3.5 Leprosy-Cured Learners

General relaxation will be applicable for leprosy cured learners on submitting medical certificate as mentioned in 6.1.1

Note: If any learner with a disability not covered under the above provisions approaches the Centre Superintendent of the Examination Centre for any relaxation, the case may be referred to the concerned Regional Director

Note for Policy Consideration

General and Specific Examination Related Provisions for Learners with Disability

General Note: Since NIOS also is involved in the preparation of curriculum and accompanied study material (print, audio and video, e-content); it is advised that NIOS may also initiate a process of adapting/ modifying the existing content/ materials in the light of current developments related to children and persons with disabilities. These relate to the following substantial points:

1. **The definition and nature of disabilities:** Draft Disability Act, June 2011 is already with the Ministry of the Social Justice and Empowerment; this is expected to replace the current PWD Act, 1995 which is currently the reference document for the NIOS. Chances are the number and nature of disabilities covered under the new act will be many more and will be governed by the Right's perspective and educational concerns will be within a framework of social rather than medical model. UN Convention on Protection of Rights of Children with Disability (UNCPRD) 2008 and RTE 2009 also gives this perspective.
2. **Basic Education Programme of NIOS and RTE 2009:** Though currently this programme has been withdrawn as per the information available on the public domain; there is advocacy from the NGOs and other stake holders to put it back for children with disabilities seeing to the flexibility that NIOS offers to these children to continue education. This may also be taken into consideration while undertaking this specific exercise on Examination.
3. **Technological Developments and special Needs:** Examination is now viewed as a mechanism to assess capabilities and result is seen as statement of the capabilities. Technology has empowered many persons with disabilities to speak and write for themselves using these devices and aids rather than being dependent on scribes and interpreters. These developments also need to be considered and provided for.
4. **Alternate Formats:** short and simplified question papers, alternative modes such as large print, Braille, audio etc