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POLICY FOR DIFFERENTLY-ABLED STUDENTS

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Policy for Differently-abled Students shall be based on 'The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995.

The Policy Statement

Montfort College shall be committed to supporting student diversity by extending a comprehensive support system for students with mental and physical challenges in the institution. Other things being equal, at the time of admissions the institution shall give preference to students who are differently-abled. It seeks to develop an enabling environment, where students can exercise and enjoy equal opportunities to participate with the rest of the student community.

Scope of the Policy

The policy shall cover all the students with disabilities.

Objectives

- To ensure that Montfort College is fully compliant with all pertinent legislations with respect to persons with disabilities.
- To enable equal access for students with disability (SwD).
- To promote diversity and inclusive practices in the campus and provide the SwDs with adequate facilities and opportunities.
- To extend support to the SwDs to overcome problems and barriers emanating from discrimination at any level within its mandate.
- To raise awareness regarding issues pertaining to the SwDs.

Applicability and Implementation of the Policy

- All students seeking disability-related entitlement shall disclose the presence of a specific disability to institution to the Principal in writing.
- It shall be the student's responsibility to self-identify, to provide current and adequate documentation of a disability to the institution.
- The students wherever necessary, shall provide additional documentation.
- All documentation related to an applicant or student's disability shall be kept confidential and retained by the institution.
- The Institution shall be responsible for ensuring that no qualified disabled student is denied the benefits of or excluded from participation in any program because of the absence of auxiliary aids & services.
- All programs, services, and activities shall be conducted in the most integrated setting appropriate to a disabled student's needs and to encourage, as appropriate interaction among all students, including SwDs.
- Reasonable classroom accommodations shall be provided to eligible students with disabilities who have self-identified and provided satisfactory documentation in compliance with Legal mandates.
- Making infrastructural provisions for SwDs. This includes but is not limited to ramps, lifts and toilets that have easy access facilities.
- Providing accessible textbooks and study material to all students with disabilities.
- Provision of technological tools and software for the benefit of SwDs.
- Awareness programmes for all the teaching and non-teaching staff regarding issues pertaining to SwDs.
- Academic requirements shall be modified, as necessary and appropriate, to ensure that they do not discriminate or have the effect of discriminating, on the basis of disability, against SwDs.
- Modifications shall include changes in the length of time permitted for the submission of assignments and adaptation of the manner in which specific courses are conducted.
- The institution shall assist in the administration of scholarships, or other forms of financial assistance.
- When organizations, or persons providing placement opportunities for students are contacted the Institution shall assure them that such opportunities, as a whole, are available to SwDs.
- Personal, academic, or career counselling, guidance, and placement services shall be provided without discrimination on the basis of disability.

Examination Guidelines

It is possible for SwDs to have authorized scribes for examinations according to the following conditions:

- Disability certificate shall be produced which is issued by a competent medical authority.
 - The SwD shall have the discretion of opting for his/her own Scribe with prior information.
 - The person appointed as scribe shall not be an employee of the college.
 - He/ she shall not be a relative of the candidates who is appearing for the examination.
 - The educational qualification of the scribe shall be less than those of the candidates.
 - A proforma with the above declaration shall be obtained from the scribe and filled with the officer in charge of examinations.
 - The examination centre shall make available suitable seating arrangement for writing the examination of SwDs. It also ensures that the examination room is accessible to SwDs.
 - Compensatory time of examination shall be given for persons who are allowed the use of scribe as per concessions mentioned below:
 1. Differently-abled candidates with a permanent or temporary nature of physical disability in their limbs who are unable to write with normal speed. Extra time of 15 minutes per hour for all the examinations/tests etc. As well as provision for a scribe.
 2. Partially blind candidates having impaired visual standards shall be given extra time of 45 minutes to answer each paper of three-hours duration with proportionate reduction for papers of shorter duration. They may opt to have the services of a scribe.
 3. Blind candidates: Extra time of 45 minutes to answer each paper of three-hours duration with proportionate reduction for papers of shorter duration. Benefit of a scribe to write the examination.
 4. Mentally challenged candidates: Extra time of 45 minutes to answer each paper of three-hours duration with proportionate reduction for papers of shorter duration. Service of an Interpreter cum scribe.
 5. Hearing and speech impaired candidates: Exemption from studying the language exam as per Government rules, extra time of 45 minutes for a three-hour duration of exam.
- In all the above cases an application in the prescribed format along with certificate from a competent medical board specifying the disability shall be submitted in the college office.

Grievance Procedures

The grievance redressal cell shall handle all grievances related to students with disability. This includes but is not restricted to allegations of noncompliance with institutional guidelines and policies. The procedure and guidelines for redressal shall remain the same.