



## **Policy Document**

### **Preamble/Policy Statement**

The Swarnim Startup and Innovation University is committed towards enabling a barrier free environment, disabled friendly campus and promoting inclusive education that caters to the needs of all children. In this regard, for the implementation of several schemes and mechanism vital for the policy, guidelines proposed by UGC.

### **Disability**

The term “disability” includes 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.

### **Policy for Persons with Disabilities**

Right of Persons with Disabilities Act, 2016 prohibits discrimination against individuals with physical and mental disabilities. The Swarnim Startup and Innovation University is against all kinds of discrimination on any grounds including disability and therefore has implemented strategies 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 institute 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 institute, faculty and staff.

### **Objectives of the Policy**

- To promote equality of opportunity for the students with disabilities.
- To avoid discrimination, exploitation and exclusion of disabled students and staff from all spheres of work and education.

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- To create suitable regulatory mechanism for effective delivery of services to disabled students and staff of the institute.
- To ensure implementation of all legislations with respect to persons with disabilities.
- To provide accessible and inclusive education at the institute.
- To ensure full participation of persons with disabilities and to provide them the equal opportunities for development.
- To provide necessary budget allocation to achieve above objectives.

### **Components/Elements of Policy**

#### **1) Education**

- ✓ Facilitating, reading, writing and assisting visually impaired students in their activities.
- ✓ Facilitating access to accessible reading material through close collaborations with media and print houses. The copyright amendment act 2012 ensures that the print disabled or granted legal rights to access printed material. Collaborating with NSS to provide writers and scribes for regular coursework and during examinations for the visually impaired and other students who require help. The college provides access to use of various software and hardware for converting material into Digital Accessible Information System (DAISY).
- ✓ To help the disabled students with books and other learning materials free of cost.
- ✓ Examination policy for divyang:
  - The Concerned examinee who has inability of 40% or more, if so desires to have a writer in the examination, then he/she shall make an application before 48 hours of the date of the commencement of the examination, to the Head of the Institutions (HOI) in the prescribed format for allowing him/her to take the help of a writer in any of the examinations.
  - The Head of the Institute concerned will carefully examine the following documents and if found in order, will permit the examinee to take the help of a writer.
  - Documents required:

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- 1) Medical Certificate (showing 40% or more inability of the student concerned) from the duly registered recognized Doctor in the concerned specialization i.e. related to the disease due to which the help of the writer is requested for.
- 2) Name and credentials of the proposed writer along with his/her authorized identity proof and also the qualifications he/she has, as per the satisfaction of the HoI concerned.
- 3) Respective Head of the Institute will examine an application of such student and approve the same and forward its intimation with supporting papers to the Examination section of the University.
- 4) Student with such inability can arrange for a writer on his own with his full details and submits the details to the HOI before 48 hours of starting of examinations. Alternatively, student can also seek assistance of providing a Writer from Institute concerned. In case of a writer provided by the institute, Provision for providing a writer to the Divyang students and also in the case of inability for writing the answers in the examinations. Those Candidates who are Visually Impaired ( blind/low vision) or Orthopedically Handicapped ( Whose writing speed is adversely affected permanently by cerebral palsy with locomotor impairment) examinee may use the services of a writer during the examination and also in the case of inability for writing the answers in the examination student has to apply to the Head of Institute with application as per guidelines of the University for getting the writer and Head of Institute will forward the application to the Examination Section. Guidelines to provide a writer to the Divyang students and also in the case of inability for writing the answers in the examination. Reception Area for enquiry and Information student will be allowed to meet such person before a day to get acquaintance. Student can have more than one writers as may be required for different examinations especially for languages.
- 5) On satisfaction of the HOI, an order of permitting/allowing for a writer to respective student will be issued by the HoI under intimation to the concerned department, student section of the institute, Sr. Supervisor/Jr, Supervisor/invigilator and to the Dy. Registrar (Examination)
- 6) Institute will make a separate seating arrangement of such student and arrangement for Invigilator etc.
- 7) Student with such inability will be provided 20 minutes extra time per hour (i.e. 04 hours in case of 03 hours).
- 8) Answer-books of such students will be required to seal in separate envelope and to send the same to the Dy. Registrar (Examination) with remarks in the Jr. Supervisor reports along with a copy of letter of permission given for writer.

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- ✓ Half hour concession in regular working hours is facilitated to teaching and non-teaching staff Besides, Swarnnim Startup and Innovation University makes reasonable changes in the educational plan and assessment framework to meet the particular needs of students with disabilities. The guidelines and regulations have been issued by the examination department for use scribe in exams.

## 2) Financial/Economic

- Provision of scholarships for financial support of the students with disabilities.
- Advocacy towards providing financial independence through equal employment opportunities for the students with disabilities.

## 3) Infrastructural Accessibility for persons with disabilities

- Disabled Friendly Washrooms The college has several disabled friendly washrooms in all the blocks.



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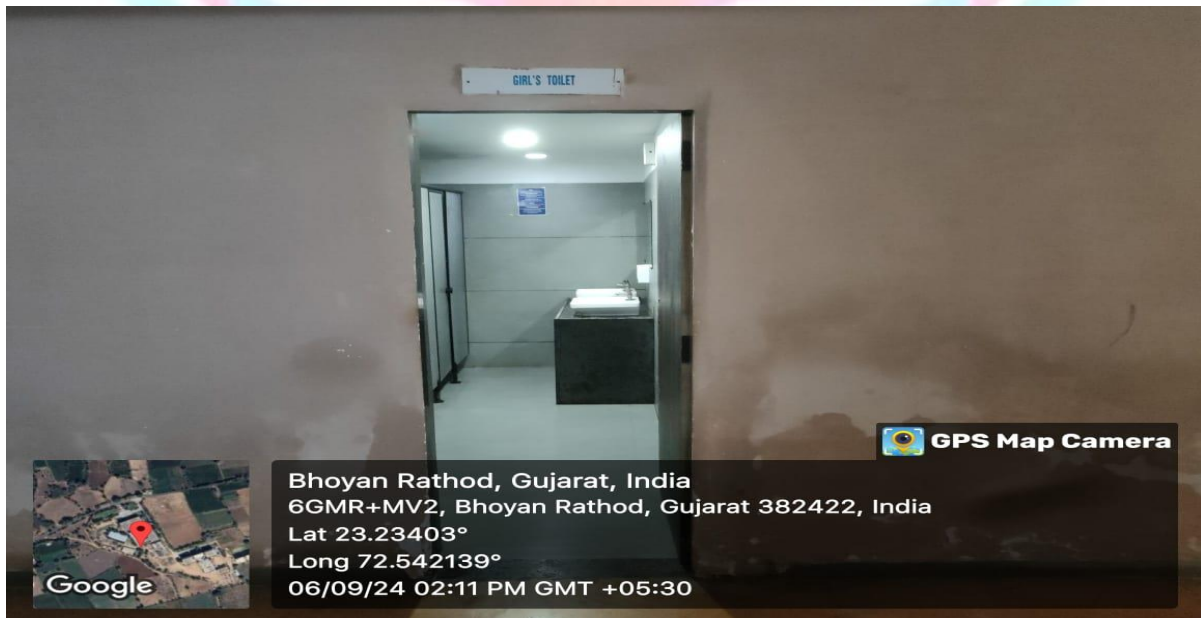
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### Washrooms for Females



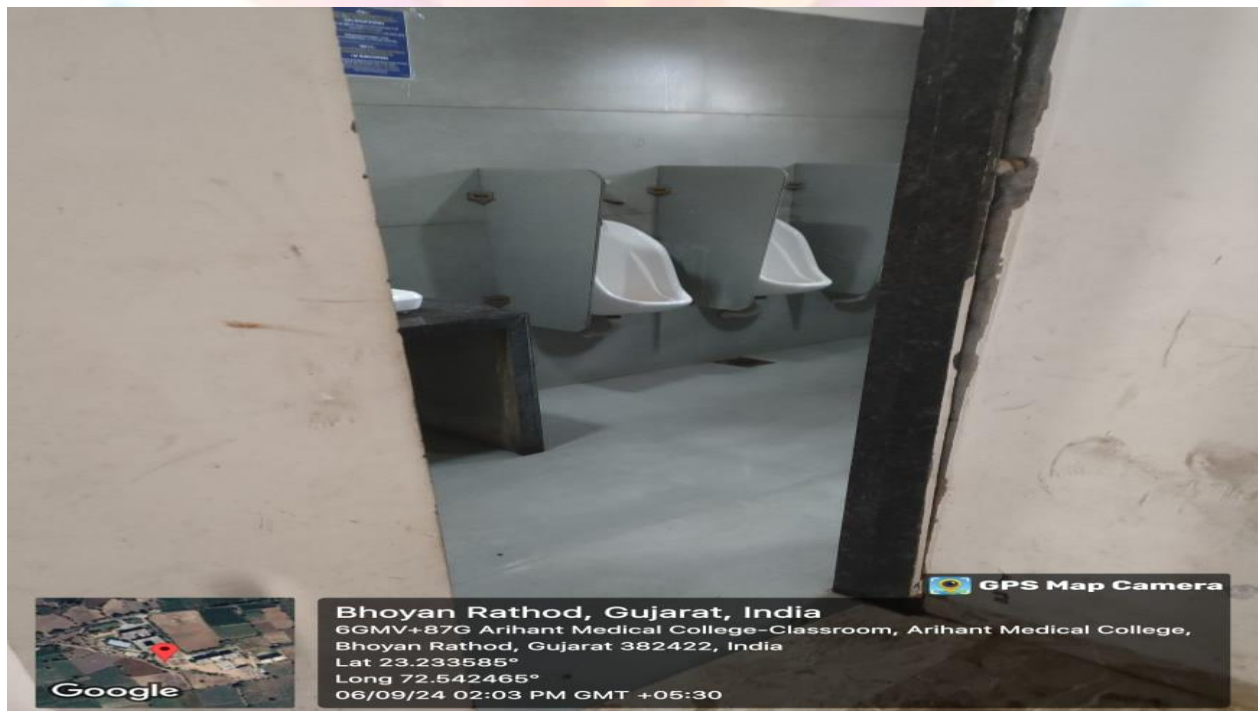
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## Washrooms for Males



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- Signage including tactile path, lights, display boards and signposts at various parts of the campus, tactile path, lights, display boards and signposts are available.

### Display boards and Signposts



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## Display boards and Signposts



- Environment with ramps/lifts for easy access to classrooms The institute has constructed ramps and lifts which are disabled friendly. The lifts and ramps provide easy access to the classrooms and other infrastructural facilities in the college. All the Academic Buildings, Offices, Hostels, Guest House, Library, Health Centre, Activity Centre, Canteens and Sports Complex, Boards etc. are constructed complying the PWD/CPED norms.

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## Ramp with Wheel chairs for Divyang



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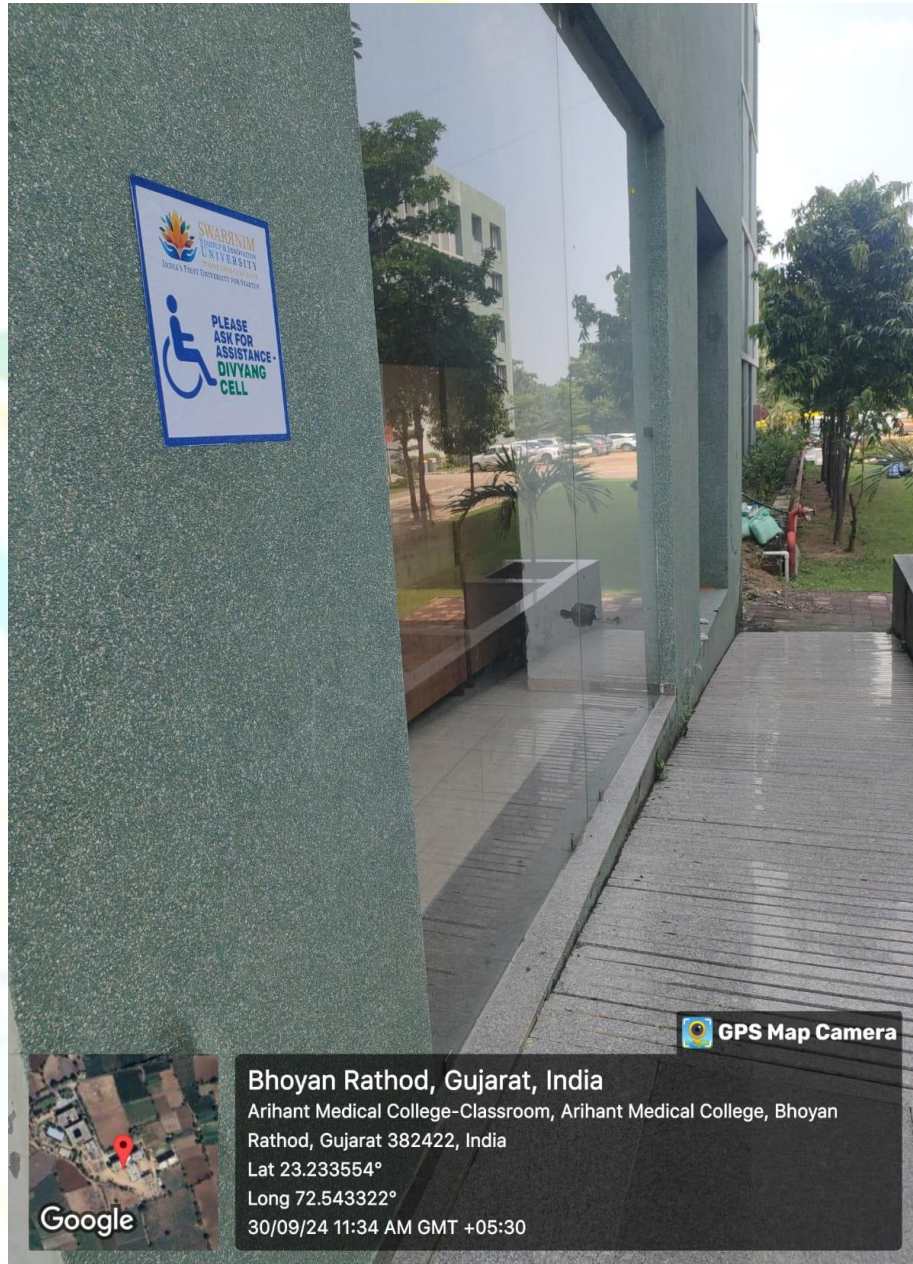
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## Ramp for Divyang



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