



Ref. No.: KRMU/Admin./O.O./2023-24/ 3912

Date: 19.02.2024

OFFICE ORDER

Subject: Revised Divyangjan Policy (Policy for Persons with Disabilities) of K.R. Mangalam University.

With reference to Office Order No. KRMU/Admin/O.O./2017-18/1078 dated 27.11.2017, wherein Divyangjan Policy (Policy for Persons with Disabilities) of K.R. Mangalam University was notified. In continuation of the vision to fostering an inclusive, accessible, and equitable learning and working environment for all individuals, including persons with disabilities (Divyangjan) Upholding the constitutional principles of equality, dignity, and non-discrimination, the Revised Divyangjan Policy (Policy for Persons with Disabilities) of K.R. Mangalam University as approved in 58th Board of Management vide agenda item no. 58.13 held on 10.02.2024 is hereby notified for information and implementation with immediate effect (copy enclosed).

This is issued with the approval of competent authority.

For [Signature]
Registrar
K.R. Mangalam University
Registrar Road, Gurugram (Haryana)
K.R. Mangalam University

Copy to:

- Hon'ble Vice Chancellor – for kind information
- Dean Academic Affairs
- Dean-Research
- Dean Students Welfare
- Director-IQAC
- All Deans / Directors / Heads of Schools
- Human Resources Department
- Procurement Cell
- Contract Management Cell
- Grievance Redressal Committee / ICC / EOC
- University Website
- Notice Board
- Office Copy



K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION



REVISED DIVYANGJAN POLICY (POLICY FOR PERSONS WITH DISABILITIES)

K.R. Mangalam University



K.R. MANGALAM UNIVERSITY
Sohna Road, Gurugram (Haryana)-122103
Email: registrar@krmangalam.edu.in, Website: krmangalam.edu.in



REVISED DIVYANGJAN POLICY (POLICY FOR PERSONS WITH DISABILITIES)

INDEX

S. No.	Section Title
1	Preamble
2	Purpose
3	Scope
4	Objectives
5	Institutional Mechanism
5.1	Equal Opportunity Cell (EOC) / Divyangjan Cell
6	Policy Provisions
6.1	Disability Accommodation Policy for Students and Staff
a.	Accommodations for Students
b.	Accommodations for Staff
6.2	Digital Accessibility and Technical Assistance
6.3	Examination Accommodations
6.4	Learning Support and Academic Flexibility
6.5	Workplace Accommodations for Staff
6.6	Attendance and Assessment Flexibility
6.7	Physical Accessibility
6.8	Financial Support and Scholarships
6.9	Health, Wellness, and Counselling
6.1	Awareness and Training
7	Grievance Redressal and Monitoring
8	Review and Validity



REVISED DIVYANGJAN POLICY (POLICY FOR PERSONS WITH DISABILITIES)

1. Preamble

K.R. Mangalam University (KRMU) reaffirms its commitment to building an inclusive, accessible, and equitable environment for persons with disabilities (Divyangjan). In line with Articles 14, 15, 16 and 21 of the Constitution of India, the Rights of Persons with Disabilities (RPwD) Act 2016, and the UGC Accessibility Guidelines (2023), KRMU ensures that no student or staff member experiences discrimination, exclusion, or disadvantage due to disability.

The University recognizes disability as a dimension of human diversity that enriches the academic community and shall provide enabling systems for full participation, independence, and dignity.

2. Purpose

This revised policy aims to:

- Strengthen the institutional framework for accessibility and inclusion.
- Provide clear standards for disability accommodations in academics and employment.
- Establish a Digital Accessibility and Technical Assistance framework.
- Define measures for Examination Accommodations, Learning Support, and Workplace Adjustments.
- Ensure compliance with national and international disability rights conventions.

3. Scope

This policy applies to all students, faculty, staff, and visitors with disabilities and covers every academic, administrative, digital, and infrastructural aspect of the University, including affiliated hostels, research centres, and extension activities.

4. Objectives

- Create an accessible physical and digital campus.
- Ensure reasonable accommodations and flexibility in attendance, assessments, and workplace performance.
- Establish a transparent grievance and redressal mechanism.
- Build awareness, empathy, and competence among faculty and staff to support Divyangjan effectively.



5. Institutional Mechanism

5.1 Equal Opportunity Cell (EOC) / Divyangjan Cell

The Divyangjan Cell, under the EOC, shall serve as the nodal agency for implementation.

Composition: Chairperson (Dean Students Welfare), Coordinator, faculty and student representatives, one Divyangjan member, and the HR Officer.

Functions:

- Process requests for accommodation and accessibility.
- Maintain confidential records of students and staff with disabilities.
- Conduct annual accessibility audits.
- Recommend infrastructural and pedagogical improvements.
- Submit annual inclusion reports to the IQAC.

6. Policy Provisions

6.1 Disability Accommodation Policy for Students and Staff (Revised 2024–25)

The University shall ensure reasonable accommodation on a case-by-case basis, without imposing undue hardship on institutional operations.

For Students:

- Provision of assistive technology, scribes, note-takers, large-print or Braille materials.
- Modified classroom seating, additional tutorial support, and accessibility-friendly timetables.
- Counselling support for adjustment and transition to higher education.

For Staff:

- Workplace modifications (ramps, adjustable desks, ergonomic chairs, software tools).
- Flexible working hours or partial remote work options when justified.
- Inclusive recruitment and promotion practices.
- All accommodation requests shall be routed through the Divyangjan Cell with medical documentation and reviewed within 15 working days.

6.2 Digital Accessibility and Technical Assistance

- University digital systems (ERP, LMS, admission and exam portals) shall comply with WCAG 2.1 AA standards.



- Websites, forms, and documents shall be screen-reader compatible and keyboard navigable.
- Lecture recordings shall include captions or transcripts.
- The ICT Division shall maintain a Central Assistive Technology Hub equipped with screen readers, magnifiers, Braille embossers, and speech-to-text tools.
- Faculty shall receive orientation on accessible content creation (PDF tagging, alt-text for images, captioning).

6.3 Examination Accommodations

- To ensure fair assessment, the following shall be implemented:
- Extra time of 30 minutes per hour of exam, where applicable.
- Provision of approved scribes/readers at no cost to the student.
- Use of assistive devices such as screen readers, magnifiers, or speech-to-text tools.
- Alternate examination formats (oral, take-home, or digital modes) when justified.
- All examination halls shall be barrier-free and located on accessible floors.
- The Controller of Examinations, in coordination with the Divyangjan Cell, shall ensure that all exam processes respect confidentiality and dignity.

6.4 Learning Support and Academic Flexibility

- Appointment of Accessibility Buddies or Peer Mentors for each Divyangjan student.
- Academic materials to be provided in accessible digital formats.
- Flexibility in deadlines, course load, and attendance requirements based on individual need.
- Continuous faculty training in Inclusive Pedagogy.
- Academic Counselling Sessions before mid-term and end-term examinations.

6.5 Workplace Accommodations for Staff

- Mandatory 4% reservation in recruitment under Section 34 of the RPwD Act.
- Accessible workstations, elevators, and restrooms.
- Sign-language interpreters and screen-reading software in offices.



- Equal opportunity in promotion, appraisal, and professional development.
- Periodic training for supervisors on bias-free performance evaluation.

6.6 Attendance and Assessment Flexibility

- Students with temporary or permanent disabilities may receive attendance waivers up to 25% for medical or rehabilitation reasons, upon approval of the Divyangjan Cell and Dean Academic Affairs.
- Make-up classes and exams shall be arranged without penalty.
- Coursework deadlines may be extended with faculty approval.
- Assessment methods may include alternative projects or assignments that align with course outcomes.

6.7 Physical Accessibility

All new construction shall follow the Harmonised Guidelines 2021 for Universal Accessibility. Existing buildings will undergo retrofitting to include ramps, tactile paths, Braille signage, and accessible toilets. Hostels shall provide ground-floor rooms with accessible washrooms and emergency alarms.

6.8 Financial Support and Scholarships

- Assistance in availing National Fellowship for Persons with Disabilities (NFPwD) and NHFDC schemes.
- Fee concessions and special grants for students with benchmark disabilities upon Divyangjan Cell recommendation.
- Central procurement of assistive software and devices for shared use.

6.9 Health, Wellness and Counselling

- Accessible medical facilities and priority treatment at University Health Centre.
- Periodic screening and rehabilitation camps in partnership with government hospitals.
- Confidential counselling and psychological support through the University Counselling Cell (WE-DOST).



6.10 Awareness and Training

- Annual sensitization workshops for faculty, staff and students on disability etiquette and communication.
- Observation of International Day of Persons with Disabilities (3 December) with inclusive activities.
- Collaboration with DEPwD and NCPEDP for certified training modules.

7. Grievance Redressal and Monitoring

A Grievance Redressal Committee for Divyangjan, under the EOC, shall address complaints within 30 days. Unresolved cases may be appealed to the Registrar and Vice-Chancellor. The Divyangjan Cell shall submit an Annual Inclusion Report to IQAC, detailing progress in physical, digital, and academic inclusion.

8. Review and Validity

This Revised Divyangjan Policy supersedes the earlier version dated 27 November 2017 and shall remain in force until further revision or statutory update. It is effective from the date of notification through the Office of the Registrar.