



CBSE/COORD/112233/2016

24<sup>th</sup> January, 2017

**CIRCULAR**

**Reg: Revised Instructions on Exemptions/Concessions being extended to Differently Abled Candidates for Class X & XII Examinations conducted by the CBSE and Standard Operating Procedure.**

Board is extending several exemptions/concessions to Spastic, Visually impaired, Physically Handicapped, Dyslexic, Autistic and candidates with disabilities as defined in PERSONS WITH DISABILITIES ACT 1995 which have been circulated to the schools and also hosted on the website of the Board, from time to time.

Subsequent to notification of THE RIGHTS OF PERSONS WITH DISABILITIES ACT 2016 on 28<sup>th</sup> Dec, 2016 there is need to extend the facilities to candidates with specified 21 disabilities as listed in the schedule of the said notification.

All such revised instructions/exemptions/concessions, in a consolidated form, are enclosed at Annexure –I for the convenience of all stakeholders. Standard Operating Procedure for schools and Regional Offices of CBSE has also been prescribed as Annexure-II. Application format for students/wards to avail the exemptions has also been attached at Annexure III.

(K. K. Choudhury)  
CONTROLLER OF EXAMINATIONS



## Annexure-I

### Instructions/Exemptions/concessions extended by the Board during Secondary (Class X) & Senior School Certificate (Class XII) Examinations for Differently Abled Candidates

#### A. GENERAL INSTRUCTIONS/CONCESSIONS (APPLICABLE FOR CLASS X & XII)

Sl.No.	Subject	Instructions/ Concessions
1.	Medical Certificate	<p>The medical certificate issued by the following agencies/organizations will be considered for granting concessions to Differently abled candidates:</p> <ul style="list-style-type: none"> <li>i) Disability Certificate(s) issued by Government hospitals controlled by either the Central or State Governments;</li> <li>ii) Disability Certificate(s) issued by Recognized institutes of national level viz National Association for the Blind, Spastic Society of India etc; and</li> <li>iii) Disability Certificate(s) issued by Non-governmental Organizations/practitioners registered with Rehabilitation Council of India/Central Government/State Government of the Respective State.</li> </ul>
2.	Scribe and compensatory time	<ul style="list-style-type: none"> <li>i) Spastic, Visually Impaired, Physically Handicapped, Dyslexic, Autistic and candidates with disabilities as defined in THE RIGHTS OF PERSONS WITH DISABILITIES ACT 2016 are permitted to use a Scribe <b>or</b> allowed Compensatory time as given below <b>or</b> both : <ul style="list-style-type: none"> <li>For paper of 3 hours duration      60 minutes</li> <li>For paper of 2½ hours duration    50 minutes</li> <li>For paper of 2 hours duration      40 minutes</li> <li>For paper of 1½ hours duration 30 minutes</li> </ul> </li> <li>ii) Autistic candidate is permitted to use the services of a scribe or an Adult prompter.</li> </ul>
3.	Appointment of Scribe and related instructions	<ul style="list-style-type: none"> <li>i) A person to be appointed as scribe should not have obtained his/her qualifications in the same subject (s) in which the candidate shall be appearing for the examination</li> <li>ii) candidate shall have the discretion of opting for his own scribe and shall have the flexibility in accommodating change in scribe in case of emergency.</li> <li>iii) Candidate shall also have the option of meeting the scribe a day before the examination.</li> <li>iv) Centre Superintendent of the examination centre concerned shall forward to the concerned Regional Officer of the Board, a report giving full particulars of</li> </ul>

		<p>the candidate and of the scribe.</p> <p>v) Suitable room shall be arranged for the candidate for whom a scribe is allowed and a separate Assistant Superintendent shall be appointed by the Centre Superintendent to supervise his/her examination.</p> <p>vi) Services of Scribe shall be provided free of cost</p> <p>vii) The Scribe shall be paid by the Board remuneration as prescribed from time to time.</p>
4.	Other General instructions/ facilities	<p>i) To facilitate easy access, a few selected schools are made examination centers for special students.</p> <p>ii) Teachers from schools for visually impaired are appointed as Assistant Superintendent(s) (Invigilators) at the special examination centers. However, precaution is taken to appoint different subject teachers on different days.</p> <p>iii) Answer books of differently abled candidates are sent separately by the Centre Superintendents</p> <p>iv) A separate column is provided on the title page of the answer book for indicating the category of differently abled candidates.</p> <p>v) Visually Impaired candidates are permitted use of screen reading software (like JAWS- Job Access with Speech) with prior approval of the Board. They also have the facility of using a computer or a typewriter for writing answers.</p> <p>vi) Use of calculator is not permitted in any of the examinations conducted by the Board</p>
5.	CGPA Calculation	CGPA in respect Candidates with disabilities as defined in THE RIGHTS OF PERSONS WITH DISABILITIES ACT 2016 be calculated out of 5 subjects only, even if offering a NSQF subject under Compulsory group.
6.	Fee	Registration and Examination fee (IX, X, XI, XII) will not be charged from Visually Impaired students.

## B. SPECIFIC EXEMPTIONS/CONCESSIONS

### I. CLASS X

S. No.	Subject	Exemptions/Concessions
1.	Exemption from third language	<p>Exemption from examination in the third language from Classes VI to VIII is granted to</p> <ul style="list-style-type: none"> <li>• Visually impaired candidates</li> <li>• Candidates suffering from speech / hearing defects</li> <li>• Dyslexic candidates</li> <li>• Candidates with disabilities as defined in THE RIGHTS OF PERSONS WITH DISABILITIES ACT 2016.</li> </ul>
2.	Flexibility in choosing subjects	<p>i) "Candidates with visual and hearing impairment, Spastic, Dyslexic, Autistic and candidates with disabilities as defined in THE RIGHTS OF PERSONS WITH DISABILITIES ACT 2016 have the option of</p>

		<p>studying one compulsory language as against two. This language should be in consonance with the overall spirit of the Three Language Formula prescribed by the Board. Besides one language any four of the following subjects be offered”.</p> <p><i>Mathematics, Science, Social Science, another language, Music, Painting, Home Science, Foundation of Information Technology, Commerce(Elements of Business), Commerce(Elements of Book Keeping and Accountancy),E-Publishing and E-Office(English),E-Publishing and E-Office(Hindi), Information and Communication Technology(ICT-166), any one out of Retail (NSQF) and Information Technology (NSQF)</i></p> <p>ii) Bonafide residents of Delhi appearing as Private candidate as per provisions of Examination Byelaws cannot take subjects having Practical Component at Secondary level. However, candidates with disabilities as defined in the Examination Bye-laws have the option of taking up Music, Painting, Home Science as the subjects of study.</p> <p>iii) Physio-therapeutic exercises are considered as equivalent to Physical and Health Education course of the Board.</p>
3.	Alternate questions/Separate Question Paper	<p>i) Alternative type questions are provided in lieu of questions having visual inputs for Visually Impaired candidates in the subjects of English Communicative and Social Science.</p> <p>ii) Separate question papers in enlarged print are provided in the subjects of Mathematics and Science.</p>

## II. CLASS XII

S.No.	Subject	Exemptions/Concessions
1.	Flexibility in Choosing subjects.	Bonafide residents of Delhi appearing as Private candidate as per provisions of Examination Byelaws cannot take subjects having Practical Component. However, candidates with disabilities as defined in the Examination Bye-laws have the option of taking Music, Painting, Home Science as the subjects of study.
2.	Separate question paper and questions in lieu of practical component	<p>Visually Impaired candidates are -</p> <p>i) given separate question papers containing Multiple choice questions based on Practical component in lieu of practicals in the subjects of Physics, Chemistry and Biology</p> <p>ii) Question papers administered in the subjects of Physics, Chemistry, Mathematics and Biology are without any visual input</p> <p>iii) Alternative type questions are provided in lieu of questions having visual inputs in the subjects of History, Geography and Economics</p>

Students studying in schools affiliated to the Board and desirous of availing the exemptions/concessions should approach the concerned Regional Office of CBSE through the Head of their Institution preferably while in Class IX and/or XI. The request should be supported by relevant medical certificate and recommendation from the Head of the School/Institution. Only those students would be considered for grant of exemption/concession in whose respect relevant category has been entered during registration in Class IX and/or XI.

**C. Advisory to schools as per the Guidelines of Inclusive Education of Children with Disabilities (IECD):**

- a. to ensure that no child with special needs is denied admission in Mainstream Education
- b. to monitor enrolment of disabled children in schools
- c. Schools to provide support through assistive devices and the availability of trained teachers
- d. to modify the existing physical infrastructure and teaching methodologies to meet the needs of all children including Children with Special Needs
- e. to ensure that they are made disabled friendly by 2020 and all educational institutions including hostels, libraries, laboratories and buildings have barrier free access for the disabled
- f. to ensure availability of Study material for the disabled and Talking Text Books, Reading Machines and computers with speech software
- g. to ensure adequate number of sign language interpreters, transcription services and a loop induction system for the hearing handicapped students
- h. to revisit classroom organization required for the education of Children with Special Needs
- i. to ensure regular in-service training of teachers in inclusive education at the elementary and secondary level.

CBSE has 10 Regional Offices which deal with matters of different states. Contact number, jurisdiction and address of Regional Offices is available on the website of CBSE. CBSE has also a Helpline 1800-11-8002 which is functional on all working days from 9 AM - 7PM.



**CONTROLLER OF EXAMINATIONS**

**Standard Operating Procedure for availing Exemptions**

- STEP I: Parents go through the revised consolidated instructions (enclosed as Annexure -I) issued by CBSE.
- STEP II: Parents get the child examined from authorised agencies/organizations and obtain requisite Medical Certificate of Disability.
- STEP III: For availing any exemption parents will make a request to school alongwith copy of certificate of disability. School will acknowledge the request. (Format enclosed as Annexure III)
- STEP IV: School will forward the application to Regional Office of the Board within 07 days of receipt. In case of rejection by the school; the same should also be sent to Board along with reasons of such rejection.
- STEP V:Regional Office will issue letter conveying approval of the exemptions within 15 days with a copy to, parents. In case of rejection the reasons for the same will be reflected in the letter. If any additional document is required by the Regional Office the same should be called from the school immediately.

To,  
Principal  
(Write School Name & Address here)

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**Sub: Availing exemption as provided for Differently abled/PWD students under the Right to Persons with Disabilities Act 2016.**

Sir/Madam,

My ward with following credentials is student of your school:-

1. Name:
2. Admission No.
3. Class: Section:
4. Nature of Disability:

It is requested that following exemption may be granted to my ward:-

- a.
- b.
- c.

Date:

(Signature of Parent)

Name:

Email ID:

Contact No.

Address:

**Enclosure:**

- (i) Medical Certificate
- (ii) Qualification proof of Scribe(if sought)

## THE SCHEDULE

[See clause (zc) of section 2]

## SPECIFIED DISABILITY

## 1. Physical disability.—

A. Locomotor disability (a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including—

(a) "leprosy cured person" means a person who has been cured of leprosy but is suffering from—

(i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

(ii) manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;

(iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall construed accordingly;

(b) "cerebral palsy" means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

(c) "dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

(d) "muscular dystrophy" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterised by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

(e) "acid attack victims" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

## B. Visual impairment—

(a) "blindness" means a condition where a person has any of the following conditions, after best correction—

(i) total absence of sight; or

(ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or

(iii) limitation of the field of vision subtending an angle of less than 10 degree.

(b) "low-vision" means a condition where a person has any of the following conditions, namely:—

(i) visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; or



(ii) limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

C. Hearing impairment—

(a) "deaf" means persons having 70 DB hearing loss in speech frequencies in both ears;

(b) "hard of hearing" means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears;

D. "speech and language disability" means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

2. Intellectual disability, a condition characterised by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behaviour which covers a range of every day, social and practical skills, including—

(a) "specific learning disabilities" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;

(b) "autism spectrum disorder" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

3. Mental behaviour,—

"mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behaviour, capacity to recognise reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterised by subnormality of intelligence.

4. Disability caused due to—

(a) chronic neurological conditions, such as—

(i) "multiple sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;

(ii) "parkinson's disease" means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

(b) Blood disorder—

(i) "haemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterised by loss or impairment of the normal clotting ability of blood so that a minor would may result in fatal bleeding;

(ii) "thalassemia" means a group of inherited disorders characterised by reduced or absent amounts of haemoglobin.

(iii) "sickle cell disease" means a hemolytic disorder characterised by chronic anemia, painful events, and various complications due to associated

tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

5. Multiple Disabilities (more than one of the above specified disabilities) including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental, and educational problems.

6. Any other category as may be notified by the Central Government.

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*Secretary to the Govt. of India.*