



# UNIVERSITY OF DELHI

Ref. No. /Dean(Exams.)/2020

June 22, 2020

## NOTIFICATION

**Reference: Provision of study material/reference texts , assistive devices and facility of scribe for the visually impaired students of Undergraduate and Post Graduate Courses appearing for the Open Book Examinations to be held from 1<sup>st</sup> July, 2020 for the academic session 2019-20.**

The Open Book Examination (OBE) for the final year students of all undergraduate and postgraduate courses are scheduled to be held from 1<sup>st</sup> July, 2020 onwards as per the datesheet uploaded on the University website.

The Heads of the Departments and the Principals of the Colleges are requested to note the following points with regard to the Visually Impaired students appearing for the OBE:

1. The Department/College shall extend their support to the visually impaired students of their respective institution in locating the study materials/reference texts as required for the OBE, if any such request is received from the student.
2. The Department/College should prominently notify a dedicated e-mail on its website to receive such requests and ensure that the same is in a format which can be easily accessed by the students with the screen reader.
3. The students who require the books already available with the University and /or Saksham in the accessible format may send a request for the same specifying the title, author and paper in which the said text is prescribed at the e-mail and /or SMS/WhatsApp number as given below:

E-mail Address: [library@saksham.org](mailto:library@saksham.org)

SMS/WhatsApp No. **9650410351**

Further, if any case a student face any problem in communicating on the above contact channel she/he may send an e-mail to [osdeoc@gmail.com](mailto:osdeoc@gmail.com) or call on Mobile No. **9911824704** from 10.00 A.M. to 5.00 P.M. on working days (Monday to Friday).

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4. The Department/College should also designate required number of staff(s) to put the visually impaired students in touch with the concerned teacher/teachers imparting learning in the respective paper(s) in which the study material/reference texts is required by the student.
5. The study material/reference texts required by the students should be provided online in a searchable pdf or Docx format. Required assistive devices may be provided if available to Visually Impaired students appearing for the OBE.
6. The principal of Colleges and Head of Departments will make their best efforts to arrange scribe for students of Visually Impaired (VI) appearing for examinations as per prior information received from such students as per date sheet notified in OBE mode for academic session 2019-20.
7. A committee comprising of the following members shall deal with the queries/grievances of the students related with the OBE:
  1. Prof. Anil K. Aneja, Nodal Officer, PWD & OSD, Equal Opportunity Cell, shall deal with the problems of the students belonging to the PWD category especially the Visually Impaired (VI) Students.
  2. Dr. Ajay K. Arora, Nodal Officer-grievances for SOL and NCWEB (as per notification issued on 19<sup>th</sup> June, 2020) shall also deal with the grievances of the regular students. The students can send their grievances mentioning all the details through e-mail at [grievanceexam2020@gmail.com](mailto:grievanceexam2020@gmail.com) and [grievance@exam.du.ac.in](mailto:grievance@exam.du.ac.in)
  3. Dr. Narender Kumar, University Librarian shall assist in processing the requests of the students for getting the study material/reference books etc. (He will coordinate the matters related with the above at the e-mail : [library@saksham.org](mailto:library@saksham.org))

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