



# Channabasaveshwara Institute of Technology

(ISO 9001:2008 Certified Institution)

N.H. 206, (B.H. Road), Gubbi, Tumkur-572216, Karnataka.



Date: 20<sup>th</sup> June 2016

## Office Order

**Sub: Establishment of Disability Resource Centre in the Institution - reg.**

**Ref. No. : VTU/Aca/UG-Cir/2016-17/1208 dt. 03-06-2016**

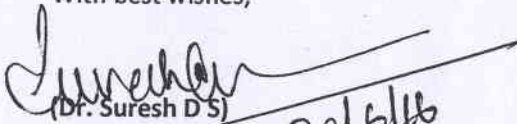
As per the directives of AICTE and State Government, Disability Resource Centre is set up at our Institution comprising of following members:

- Dr. Keshava Prasanna, Dean (Students) as Chairman
- Mr. Giridhar S Kulkarni, Dean (Admin) as Member
- Mr. Pradeep V, Dean (Academics) as Member
- Mrs. Jyothi K S, Head, Dept. of ISE as Women Member

The Disability Resource Centre provides the following support to the disabled students:

- Provide accessibility to classrooms, laboratories and examination centres
- Provide accessibility to library, toilets, canteen and other common facilities
- Provide suitable signage
- Provide details of facilities on website, admission brochures
- Make specific provisions and plans for dealing with these students in case of emergencies
- Maintain all passageways free of any obstructions at all times
- Make people aware of etiquettes to be followed while communicating with these students
- Make available recorded sessions, digital presentations
- Allow students to record during sessions
- Provide reading material in accessible format in advance of lectures
- Provide book bank services
- Extended loan period for library books
- Extended time for writing examinations, conducting practicals / workshop practice
- Extended timeline for submissions
- Arrange mentorship through senior students
- Additional support (writer) during examination
- Provide clear information about the course requirements and deadlines well in advance
- Suggest and provide services of counsellor
- Regular meetings to discuss problems and keeping in touch
- Allow breaks / absence for short periods
- Maintain record in confidence of medication, allergies, sensitivity
- Provide all information including feedback if any, in written format for students with hearing impairment and in oral format for visual impairment
- Computers having suitable screens, reading software and audio hardware and software
- Reserve Seating in class to ensure good communication, accessibility and visibility of presentations
- Have subtitles in any presentation involving visual media
- Use of sign language interpreter
- Use of assistive technology like listening devices with enhanced sound level, high quality sound transmission device, videos with sign language interpretation, speech to print transcription systems
- Provide human support in certain outdoor activities

With best wishes,

  
(Dr. Suresh D S)  
Director & Principal 20/6/16

DIRECTOR & PRINCIPAL  
CHANNABASAVESHWARA  
INSTITUTE OF TECHNOLOGY  
GUBBI, TUMKUR - 572216

- Copy to:**
1. The Principal / Vice Principal / Chief Advisor (Resr)
  2. DRC - Chairman and Members
  3. Deans
  3. HoDs
  4. Office Copy