



# Guidelines for persons with disabilities using a scribe



The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the Online Aptitude Assessment, subject to limits as in (i) and (ii) below. In all such cases, where a scribe is used, the following rules will apply:

1. The candidate will have to arrange his/her own scribe at his/her own cost.
2. The scribe arranged by the candidate should not be a candidate for the same Online Aptitude Assessment. If violation of the above is detected at any stage of the process; candidature of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the Online Aptitude Assessment should invariably carefully indicate the same during registration. Any subsequent request may not be favorably entertained.
3. A person acting as a scribe for one candidate cannot be a scribe for another candidate.
4. The scribe may be from any academic stream.
5. Those candidates who use a scribe shall be eligible for compensatory time of 30 minutes for Online Aptitude Assessment and 5 minutes for Psychometric Questionnaire or as otherwise advised.
6. Only candidates registered for scribe will be allowed such concessions since compensatory time given to candidates shall be system based, it shall not be possible for the assessment conducting agency to allow such time if he / she is not registered for the same.
7. Candidates not registered for scribe shall not be allowed such concessions.

## **(i) Guidelines for Candidates with locomotor disability and cerebral palsy**

A compensatory time of 30 minutes for Online Aptitude Assessment and 5 minutes for Psychometric Questionnaire or otherwise advised shall be permitted for the candidates with locomotor disability and cerebral palsy where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment).

## **(ii) Guidelines for Visually Impaired candidates**

Visually Impaired candidates (who suffer from not less than 40% of disability) may opt to view the contents of the assessment in magnified font and all such candidates will be eligible for compensatory time of 30 minutes for Online Aptitude Assessment and 5 minutes for Psychometric Questionnaire or otherwise advised.