

**APPLICATION FORM AND PROSPECTUS**

**DIPLOMA IN EDUCATION SPECIAL EDUCATION**  
**(MENTAL RETARDATION/INTELLECTUAL DISABILITIES)**  
(Two Academic Year Diploma Course Affiliated to RCI, New Delhi)

**ACADEMIC YEAR 2018 –2020**



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS  
WITH INTELLECTUAL DISABILITIES (DIVYANGAJAN)  
REGIONAL CENTRE, NAVI MUMBAI**



(An ISO 9001:2015 Institution)

(Ministry of Social Justice & Empowerment, Government of India)

B - 102, Vasundhara CHS, Plot No. 13-14, Sector 8,

Kharghar, Navi Mumbai 410 210

Telephone No. 022 - 2774 6889, 2774 3983

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Web Site :- [www.niepid.nic.in](http://www.niepid.nic.in)

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**LAST DATE FOR ISSUING AND SUBMISSION OF COMPLETED  
APPLICATION FORM AT NIEPID, R.C. NAVI MUMBAI IS 19/05/2018**

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Price: Rs.225/- for General/OBC category  
Rs. 150/- for SC/ST/PH category

## NIEPID REGIONAL CENTRE, NAVI MUMBAI

### **DIPLOMA IN EDUCATION SPECIAL EDUCATION (MENTAL RETARDATION/INTELLECTUAL DISABILITIES) – DEd SE (MR/ID)**

#### Prospectus

#### **1.0 INTRODUCTION:**

The National Institute for the Empowerment of Persons with Intellectual Disabilities (Divyangjan), Secunderabad formerly known as National Institute for the Mentally Handicapped is a registered society, established in the year 1984 as an autonomous body under the Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Government of India. The institute is an apex body having tripartite functions of training, research and services in the field of Intellectual Disabilities in the country, NIEPID has regional centres at New Delhi/Noida, Navi Mumbai and Kolkata.

The Objectives are:

- Human resource development
- Research and development
- Development models of care and rehabilitation
- Consultancy services to voluntary organizations
- Documentation and dissemination
- Extension and Outreach programmes

For 32 years, the Institute has been making significant advances in building capacities to empower persons with Intellectual Disabilities. Based on the latest developments and recent trends in them field, the Institute strives to organize new programmes and make innovations through research and development, National and International collaborations entered into by the Institute in its various activities reflect the global characteristics of the organization. The activities of NIEPID are planned in accordance with the mandates of United National Policy promulgated for the Persons with Disabilities (UNCRPD), the Legislative Acts and the National Policy promulgated for the persons with Disabilities, NIEPID strives to be an Institute of excellence focusing on high standards in every aspect of its functioning to bring equality and dignity in the lives of persons with Intellectual Disabilities which is endorsed by ISO 9001-2008 certification.

The NIEPID Regional Centre at Mumbai was established in 1987 and has under its jurisdiction the States of Maharashtra, Gujarat, Madhya Pradesh, Rajasthan, Goa and the Union Territories of Diu, Daman and Dadra & Nagar Haveli. The activities of the NIEPID RC, Navi Mumbai are conducted in close collaboration with the State Government as well as Non-Governmental Organizations.

The NIEPID Regional Centre, Navi Mumbai conducts the following activities:

#### **1.1 LONG TERM PROGRAMMES:-**

All courses are recognized by RCI, Govt., of India.

- a) Diploma in Early Childhood Special Education (Mental Retardation/Intellectual Disabilities): For 1 Year
- b) Diploma in Education Special Education (Mental Retardation/ Intellectual Disabilities): for 2 Years
- c) B. Ed. in Special Education (Intellectual Disabilities): for 2 Years, affiliated to University of Mumbai and recognized by RCI, Govt. of India.

## **1.2 SHORT TERM PROGRAMMES:**

Various training programmes, Workshops, Seminars and Diagnostic Camps are conducted in the field of Intellectual Disabilities by NIEPID Regional Centre Navi Mumbai in the States of Maharashtra, Gujarat, Madhya Pradesh, Rajasthan, Goa and Union Territories of Diu, Daman and Dadra & Nagar Haveli.

## **1.3 SERVICE ACTIVITIES:**

Services in Assessment and Intervention are provided at the NIEPID RC, Navi Mumbai for persons with Intellectual Disabilities in the areas of Special Education, Psychology, Occupational Therapy, Physio Therapy, Speech and audiology, Learning Disability, Nutrition, and Visual & Dental. Persons coming from outstation are assessed and training programmes are drawn out for a period of one to three months.

## **2.0 NATURE, AIMS & GENERAL OBJECTIVES OF DECSE (MR/ID):**

### **2.1 GENERAL OBJECTIVES OF THE COURSE:**

The Diploma course in Special Education aims to develop professionals for special education within a broad framework of education in the current millennium. The course will enable pre-service teachers to acquire knowledge, develop, competencies and practice skills to impart education to children with special needs. The general objective of the course is to prepare Special teachers at pre-primary (Nursery, Kindergarten etc) and primary (I to IV Lower primary and V to VII – Upper primary) levels to serve in the following setting:

- Special Schools
- Integrated / Inclusive setup
- Itinerant programme

### **2.1 KNOWLEDGE RELATED OBJECTIVES:**

To build adequate knowledge in the following areas:

1. Various aspects of disability, its impact and management.
2. Key aspects of education like goals, function, technology and emerging trends
3. Educational needs of the children with disability and their management
4. Details of planning and executing curricular and co-curricular activities.
5. Methods and techniques of teaching school subjects.
6. Various areas of child development and the relevant mental processes.

### **2.2 SKILL RELATED OBJECTIVE:**

To develop skills and competencies in the following areas:

- Personal, professional and social competencies and skills required in teachers.
- Subject teaching as per requirement
- Development and adaptation of instructional materials
- Evaluation of the students, teacher and the educational programme
- Planning and executing lessons (Individualized group)
- Classroom management techniques.
- Individual and group parent interaction.

### 2.3 ATTITUDE RELATED OBJECTIVES:-

To develop desirable attitudes towards following issues:

1. Role and need of education in the modern world
2. Teaching profession and role of teachers in changing society
3. Guiding children and solving their academic / behavior problems.

**3.0 JOB OPPORTUNITIES:** On completion of the course, trainees can work as Special teachers at pre- primary (Nursery, Kindergarten etc) and primary (I to IV Lower primary and V to VII – Upper primary) levels to serve in the following setting:

- Special Schools
- Integrated / Inclusive setup
- Itinerant programme and CBR Programmes

### 4.0 ELIGIBILITY: -

Candidates who have passed 10+ 2 or HSC examination Passing with 50% marks are eligible for the course. 5% relaxation will be considered for SC/ST Candidates.

**Eligibility for PWDs to the course is restricted to PWPH one lower limb affected only, with independent mobility skills.**

For Foreign Nationals:

1. 15% of the total intake approved by the Council to be allocated as supernumerary seats for management quota for all the above said programmes at graduate levels.
  2. 15% of the total intake approved by the Council to be allocated as supernumerary seats for foreign/ NRI quota. The fee structures for foreign students are as under.
    - I. Fee for Indian national – at the existing fee rate.
    - II. Foreign national from the SAARC and African countries – Five times of the existing fees.
    - III. Foreign nationals outside the SAARC countries – Fifteen times of the existing fees
- Reservation of seats for SC/ST/OBC candidates and person with physical disabilities will be as per Central Government Rules.

### 5.0 ADMISSION CRITERIA: -

S. No	Particular	Weightage
1.	Weightage in the qualifying Examination a. 50% to less than 60% = 50 b. 60% to less than 75% = 55 c. 75% and above = 60	60
2.	Participation in Sports Activities a. International Level=10, b. National Level=08, c. State Level=06 d. District Level =04	10
3.	Applicant with Disability	10
4.	Parents/Sibling of Children with Disability	05
5.	Weightage, as may be determined by the Course Coordinator, to be awarded by admission committee	15
<b>Total</b>		<b>100</b>

## **5.1 SELECTION:**

Applications for admission will be screened and short-listed on the basis of 3 candidates per seat by a committee specially constituted for this purposes. Merit list based on the academic qualification as per the rules will be prepared. Final merit list will be prepared based on the scores obtained by the candidates on the basis of academic qualification, experience and performance in the interview. TA/DA will not be paid by the institute for attending the interview. No candidate is allowed to change the course of study and centre once admitted and if he/she is still desirous to joining any course within the Institute or at any other place, the fee/ deposits remitted to the Institute shall be forfeited.

## **6.0 JOINING AND SUBMISSION OF CERTIFICATES:**

Selected candidates should join the course by the stipulated date. At the time of joining the course, the selected candidates will have to produce.

- a) Undertaking to the effect that the admitted candidates will not discontinue the course and
- b) Medical certificate of fitness from a Civil Surgeon declaring the state of health.

## **Health:**

Candidates are required to declare their health status in the application in case of pregnancy, infectious diseases, chronic health problems or suffering from any psychiatric problem. If the candidate is unable to complete course requirement due to health problems then NIEPID results the right for termination from admission to DEd SE (MR/ID) course.

## **7.0 NUMBER OF SEATS:**

The total numbers of seats are "Twenty Five" (25). Reservation for SC/ST/OBC/PH as per rules.

## **8.0 DURATION OF THE COURSE:**

The duration of the course will be 220 days consisting of 1320 hours each year thus having a total of 2640 hours for theory and practicum. (Two academic Years).

## **9.0 MEDIUM OF INSTRUCTION:**

Delivery of lectures will be in English only. However, candidates will be allowed to write the final exam in Hindi, English or Marathi languages.

## **10.0 ATTENDANCE:**

Minimum attendance 80% is essential to be eligible for appearing for the examination. 100% of the practical work and assignments should be completed and certified by the respective staff prior to the examination.

Any shortage of attendance will have to be made up before the final examination by the student concerned and the institute does not take responsibility whatsoever in arranging theory and practical classes. The applications of those candidates with shortage of attendance will not be considered for issue of hall tickets to appear in examinations.

The Institute reserves the right to cancel the admission if the candidate admitted is found to be habitually absent or is not putting up the required attendance or is not making significant improvement in studies or not taking interest in pursuing the course of study.

The guidelines pertaining to the examination procedures prescribed by the Rehabilitation Council of India shall be adopted.

## 11.0 EXAMINATION

Examination will be conducted in English/Hindi/ Marathi languages. Minimum passing marks will be 50% in each theory and practical paper. There will be two terms examinations at the end of each academic year, the trainees will appear in the final examination. RCI Scheme of Examination will be followed for conducting the examinations.

## 12.0 AWARD OF DIPLOMA:

Based on the performance during the course and on the annual examination, the successful candidates will be awarded Diploma in Special Education (D.Ed.SE (MR)). Minimum marks of passing examinations will be 40% in each theory paper (internal and external separately) and practical paper will be 50% (internal and external separately). Candidates scoring 75% and above will be awarded the Diploma with Distinction.

## 13.0 FEE & OTHER DEPOSITS:

Sr. No.	Fees	Rs.	Deposit	Rs.
1.	Tuition Fees	8,300/- per year	Caution Deposit	1,500/-
2.	Examination Fees	2,100/-	Library Deposit	2,000/-
3.	Hostel charges*	6,000/- per year	Hostel Deposit*	1,500/-

\*NIEPID Regional Centre building is under construction. Hostel will be provided subject to the completion of the building.

The tuition and examination fee and other expenses will be charged from the students as and when revised by NIEPID authority and Rehabilitation Council of India (RCI), New Delhi.

Deposits will be refundable after completion of the course to only those candidates who complete the entire course. In addition to the above quoted fees, any additional statutory fees required to be paid to respective University/Board will be collected from the students at a later stage as per statutory requirements.

The candidates once admitted in the course will not be allowed to leave the course under any circumstances. If the candidate desires to leave the course by any reason, the total fees and deposits paid by the candidates will be forfeited, and any sum paid shall become recoverable. The deposits paid by the candidate will be refunded to the candidates only on successful completion of the course of the study and after final examination.

**NOTE:** Original certificates deposited will not be released during the course and students are advised to keep sufficient number of photo copies before submission of original certificates to office at the time of admission.

## 17.0 HOSTEL ACCOMMODATION:

NIEPID Regional Centre building is under construction. In case completion of the building shared hostel accommodation to outstation candidates will be provided on nominal charge at NIEPID, Regional Centre Navi Mumbai Sector 05, Kharghar, Navi Mumbai subject to availability on first-come-first- served basis. The trainees will have to bear the expense on food.

**18.0 SCHOLARSHIP:** - Scholarship is available to reserved candidate, through Social Welfare Department, Alibaug, Govt. of Maharashtra. Admitted Eligible candidate must fill application form

online and hard copy with all documents must be submitted to the office before stipulated time, Office will not be responsible for any delay.

### **19.0 DISCIPLINE:**

The candidates admitted should abide by the discipline within the prescribed administrative regulations. The candidates are expected to maintain decorum, decency and discipline throughout their pursuance of the course with the staff, faculty, co-students and other supporting staff. The hostlers should follow the prescribed rules and regulations. Use of cell phones during working hours is strictly prohibited. Any infringement or violation shall result in removal of the student from the hostel for a period as decided by the management of the Institute. Use of cell phones during working hours is strictly prohibited.

Ragging is a crime prohibited under law. Anyone found indulging in the unethical act of ragging will be isolated /punished by management and law enforcing authorities as the case may be.

### **20.0 ENCLOSURES WITH THE APPLICATION:**

Please enclose the following documents with your application

- a) A 10+2 certificate or any other equivalent examination prescribed as eligible qualification.
- b) Character certificate from, the appropriate authority/Head of the Institution last attended (in original)
- c) SSC or matriculation certificate as proof of date of birth (Attested copy)
- d) Two Passport size recent photographs.
- e) In case of Scheduled Cast/Scheduled Tribe, Certificate of Social Status should be submitted (Attested copy)
- f) If the candidate is a person with disability a certificate from the certifying authority prescribed by the Government should be attached (attested copy).
- g) The fill in application form should be sent to

The Officer Incharge  
National Institute for the Empowerment of Person with  
Intellectual Disabilities (Divyangjan)  
B 102, Vasundhara CHS  
Plot no. 13-14,  
Sector 8, Kharghar,  
Navi Mumbai, Maharashtra-410210

DEd SE (MR/ID) 2018/
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NATIONAL INSTITUTE FOR THE EMPWERMMENT OF PERSONS WITH INTELLECTUAL DISABILITIES  
(DIVYANGAJAN), Regional Centre, Navi Mumbai

**Application Form for Admission into  
DIPLOMA IN EDUCATION SPECIAL EDUCATION (MR/ID) (DEd SE (MR/ID)  
ACADEMIC SESSION 2018-19**

APPLICATION FOR THE ADMISSION TO

AFIX PHOTOGRAPH HERE
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- Name of the Applicant \_\_\_\_\_
- Name of the Parent/Guardian \_\_\_\_\_
- Date of Birth(dd/mm/yy) \_\_\_\_\_ Age in years and months \_\_\_\_\_
- Gender:Male/Female/Others \_\_\_\_\_ Marital Status \_\_\_\_\_
- Nationality \_\_\_\_\_ Domicile \_\_\_\_\_
- Category: SC  ST  OBC  PH  Gen
- Annual Family Income: (From all sources) \_\_\_\_\_
- Address for \_\_\_\_\_

	Correspondence	Permanent
State		
Pin Code		
Tel.No.		
Email.ID		

## 9. Details of examinations passed

Sl. No.	Name of the exam passed	Name of the Board /University	Year of Passing	Total Marks	Marks obtained	Percentage obtained	Subject
1.	SSC/Xth Std						
2.	HSC/XII Std						
3.	Any other						

**Declaration:**

I hereby declare that all the information provided by me in this application, to the best of my our knowledge are true, complete and correct. If found incorrect or false my candidature may be treated as cancelled at any stage.

Applicant's Signature \_\_\_\_\_

Parent/Guardians Signature \_\_\_\_\_

**Note:** Self attested copy of Caste, domicile and income certificates, mark sheets etc should be enclosed with the application form.

**Acknowledgement**

Form No.-----

Telephone No. 022 - 2774 6889, 2774 3983

Fax no. : 2774 3877

Email: niepidrcnm@gmail.com

website: [www.niepid.nic.in](http://www.niepid.nic.in)**NIEPID Regional Centre Navi Mumbai**

Vasundhara CHS, Plot No. 13-14 Sector 8, Karghar, Navi Mumbai, Maharashtra-410210

Received Application from \_\_\_\_\_ S/o.D/o.W/o. \_\_\_\_\_

For admission to (Name of the course): \_\_\_\_\_ for the academic session 2018-19.

Date:

Receivers Signature

## **HEALTH STATUS DECLARATION**

I hereby declare that I am / am not suffering with infectious diseases / chronic health problems / psychiatric problems / having pregnancy. In the event of my above health problems I am enclosing Medical Certificate issued authorized Medical Practitioner for my above health problems. I agree with the decision of NIEPID authorities that my admission is liable to cancelled if I am unable to complete the course requirement as prescribed norms of attendance or completion of assignments.

SIGNATURE OF APPLICANT

## CATEGORY CERTIFICATE

### (i) SC/ST Candidates

This is to certify that Mr./Ms./Mrs. \_\_\_\_\_ son/daughter/wife of Shri \_\_\_\_\_ of Village \_\_\_\_\_ Town \_\_\_\_\_ District. \_\_\_\_\_ State/U.T. \_\_\_\_\_ belongs to \_\_\_\_\_ Caste which is recognized as Scheduled Caste/Scheduled Tribe under the Constitution (Scheduled Caste Part C States) Order 1951 read with the SC/ST list (Modification Order, 1956)

Mr./Ms./Mrs \_\_\_\_\_ and his/her family reside in Village/Town \_\_\_\_\_ District \_\_\_\_\_ State U.T. \_\_\_\_\_.

Signature of Tehsildar/Commissioner/District Magistrate)

Place : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Seal/Stamp

**CATEGORY CERTIFICATE**  
(ii) OBC candidates (only non-creamy layer)

This is to certify that Mr./Ms./Mrs. \_\_\_\_\_ son/daughter/wife of  
Shri \_\_\_\_\_ of Village \_\_\_\_\_ Town  
\_\_\_\_\_ District \_\_\_\_\_ State/U.T. \_\_\_\_\_ belongs to  
\_\_\_\_\_ Caste who are eligible for availing the benefits as  
per central list of 5 to 13 Cs/OBC as per Resolution No.12011/68/93-DCC(C) of Ministry of Social  
Justice & Empowerment as modified from (Scheduled Caste Part C States) Order 1951 read with the  
SC/ST list (Modification Order, 1956)

Mr./Ms./Mrs. \_\_\_\_\_ and his/her family reside in  
Village/Town \_\_\_\_\_ District \_\_\_\_\_ State U.T. \_\_\_\_\_.

Signature of Tehsildar/Commissioner/District Magistrate)

Place : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Seal/Stamp

**DECLARATION**  
(For SC/ST/OBC/PH students)

I Mr/Ms. \_\_\_\_\_ S/o, D/o. Shri \_\_\_\_\_

Aged \_\_\_\_\_ years R/o \_\_\_\_\_ do hereby

undertake that I am not drawing any scholarship (SC/ST/OBC/PH) from any Government authority  
for my studies for the year 2018-19. The annual income of my family is

Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_

\_\_\_\_\_ ) per Annum as per the certificate of Mandal Revenue Officer / Tahsildar /  
Local authority attached.

Signature of the Parent

Signature of the candidate

Date:

Place:



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**UNDERTAKING BY THE CANDIDATE / STUDENT**

1. I, \_\_\_\_\_ S/o.  
D/o. Mr/Mrs/Ms \_\_\_\_\_ have

carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and Central / State Government in this regard.

- I hereby undertake that:
  - I will not indulge in any behavior or act that may come under the definition of ragging.
  - I will not participate in or bet or propagate ragging in any form,
2. I will not hurt anyone physically or psychologically or cause any other harm.
3. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the regulations mentioned above and / or as per the law in force.
4. I hereby affirm that I have not been expelled or debarred from admission by any Institution earlier.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature

Date:

Name:

Address:



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**UNDERTAKING BY PARENT / GUARDIAN**

I, \_\_\_\_\_ F/o. M/o. G/o.

\_\_\_\_\_ have carefully understood the

law prohibiting ragging and the directions of the Supreme Court and the Central / State Government in this regard on curbing the Menace of Ragging in Educational Institutions 2011.

I assure you that my son/ daughter/ ward will not indulge in any act of ragging.

I hereby agree that if he / she is found guilty of any aspect of ragging, he / she may be Punished as per the provisions of the regulations mentioned above and / or as per the law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature

Date:

Name:

Address:



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**UNDERTAKING BY THE CANDIDATE / STUDENT**

1. I, \_\_\_\_\_ S/o, D/o, \_\_\_\_\_

Have carefully read and fully understood the following:

2. I here by undertake that:

- I do not have any objection to be placed in various institutes in the field of disability rehabilitation in India, as part of the course curriculum.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Date:

Signature

Name:

Address:



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Web Site :- [www.nimhindia.gov.in](http://www.nimhindia.gov.in)

**UNDERTAKING BY PARENT / GUARDIAN**

1. I, \_\_\_\_\_ F/O, M/o, G/o \_\_\_\_\_ have carefully read and fully understood the following:
2. I here by assure that:
  - I do not have any objection that my son / daughter to be placed in various Institutes in the field of disability rehabilitation in India, as part of the course curriculum.
  - I do not have any objection that my son/daughter will also placed in community work settings in the field of disability rehabilitation any where in India during the period of the course.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Date:

Signature

Name:

Address: