

PROSPECTUS
CUM
APPLICATION FORM
2023-24



**Diploma in Education- Special Education
(Intellectual & Developmental Disability)**

**Recognized by:
Rehabilitation Council of India, New Delhi**



**Composite Regional Centre for Skill Development, Rehabilitation &
Empowerment of Persons with Disabilities, Rajnandgaon**

(Under The Administrative Control Of NIEPID, Secunderabad)

Department Of Empowerment Of Persons With Disabilities (Divyangjan)

Ministry Of Social Justice & Empowerment, Government Of India

Old District Hospital Campus, Rajnandgaon, Chhattishgarh-491441

1. INTRODUCTION

This brochure intends to provide a brief introduction to the Centre and its activities. A brief description of *Diploma in Education in Special Education – Intellectual & Developmental Disability (D.Ed.Spl.Edu.- IDD)* courses commencing from the academic session 2017-18 at its Campus is also given in this booklet. Further, the rules relating to the admission to this course and other related information are explained.

2. A WORD ABOUT THE INSTITUTE

The Composite Regional Centre, Rajnandgaon was established on 25th June 2016. The Composite Regional Centre for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Rajnandgaon provides rehabilitation and educational services to all types of disabilities. The Centre is situated at Old Hospital Campus, near Gurudwara, Rajnandgaon about 1 Kilometer from the Rajnandgaon Railway station and New Bus Stand Rajnandgaon which is very connected to the road and train., The Centre works as extended arm of National Institute for the Empowerment of person with Intellectual Disability (NIEPID), Secunderabad, Telangana state and provides services to cater total rehabilitation needs of persons with different disabilities under one roof.

3. DEPARTMENT OF SPECIAL EDUCATION

The Department conducts various short term training programme and Continuing Rehabilitation Education Programme for field functionaries, service providers, parents of Children with Special Needs and other stakeholders. The Department of Special Education is a shining example of academic excellence.

4. PROGRAMMES OFFERED

The Centre conducts the following courses in special education approved by Rehabilitation Council of India, New Delhi :-

- (i) Diploma in Education-Special Education (Intellectual and Developmental Disability) i.e. D.Ed.Spl.Ed.(IDD) -2 years duration

5. Objectives of the Programme

The programmes aim to develop professionals for special education within a broad framework of education in the present context. The programmes will enable pre-service teachers to acquire knowledge, develop competencies and practice skills to impart education to children with disabilities.

The general objective of the courses is to prepare special teachers at primary to elementary levels to serve in the following settings:

- i) Special schools
- ii) Inclusive schools
- iii) Home based programme

6. ELIGIBILITY

The conditions of eligibility for admission to these programmes will be as follows;

- At least 50% marks in aggregate in the qualifying examination i.e. (10+2)
- SC/ST/Disabled candidates will be allowed a relaxation of 5% marks.
- Relaxation as per the reservation policy of the state/Central Govt.

7. STRUCTURE OF THE PROGRAMMES:

The structure of the programmes is as follows:

D. Ed. Special Education (IDD)

The duration of the programme will be two years (four semesters). Each semester will have at least 225 hours of theory papers (75 hours /paper) and 375 hours of practical. On completion of four semesters, the total theory hours would be 900 hours and practical would be 1500 hours.

Theory

Sem-Ester	Course	Hours/ (Credits)	TotalHourspe r Semester	Marks			TotalMark sperSemest er
				Inter nal	Final	Total	
I	1.Introduction to Disabilities (commoncourse)	75(05)	225(T)+375(P))=600(30 Credits)	30	45	75	225(T)+375(P))=600
	2.Characteristics of children with developmental disabilities	75(05)		30	45	75	
	3.AssessmentofChildrenwithDevelo pmentalDisabilities	75(05)		30	45	75	
	Practicalhoursandmarks □	375(15)		225	150	375	
II.	4.ChildDevelopmentandLearning (commoncourse)	75(05)	225(T)+375(P))=600(30 Credits)	30	45	75	225(T)+375(P))=600
	5.CurriculumDevelopment	75(05)		30	45	75	
	6.TeachingApproachesandStrategi es	75(05)		30	45	75	
	Practicalhoursandmarks □	375(15)		225	150	375	
III.	7.EducationinEmergingIndianSoci etyandSchoolAdministration (commoncourse)	75(05)	225(T)+375(P))=600(30 Credits)	30	45	75	225(T)+375(P))=600
	8.MethodsofTeachinginthe elementarySchool	75(05)		30	45	75	
	9.Therapeutics	75(05)		30	45	75	
	Practicalhoursandmarks □	375(15)		225	150	375	
IV	10.InclusiveEducation (common course)	75(05)	225(T)+375(P))=600(30 Credits)	30	45	75	225(T)+375(P))=600
	11.Family and Community (commoncourse)	75(05)		30	45	75	
	12.Managementofgroupswithhi ghsupportneeds	75(05)		30	45	75	
	Practicalhoursandmarks □	375(15)		225	150	375	
Total	GrandTotal	2400 (120)	2400	1260	1140	2400	2400

Practicals

Sl.No	Paper	Hours	Internal marks	External marks	Total
Semester-I					
I(a)	Assessment of Children with Developmental Disabilities	125	75	50	125
II(a)	Individualized Education Programme (ASD, ID, SL D)	150	90	60	150
III(a)	Preparation of TLM for assessment and teaching & information and communication technology (ICT)	100	60	40	100
Total:		375	225	150	375
Semester-II					
I(b)	Group Teaching- Special schools ASD, ID and remedial setting for SLD.	150	90	60	150
II(b)	Group Teaching – Resource room setting,	150	90	60	150
III(b)	Incorporation of technology and TLM in different settings	75	45	30	75
Total:		375	225	150	375
Semester-III					
I(c)	Teaching in Regular/Inclusive School- all subjects	150	90	60	150
II(c)	Therapeutics and behavioural support	150	90	60	150
III(c)	Development of teaching Learning materials Using ICT	75	45	30	75
Total:		375	225	150	375
Semester-IV					
I(d)	Inclusive Practices using UDL Principles	150	90	60	150
II(d)	Working with groups with high support needs and severe disability.	150	90	60	150
III(d)	Project	75	45	30	75
Total:		375	225	150	375

8. FEE STRUCTURE

Tuition Fee: Rs.15, 000/- in the first year and 5% increase in the second year (Non – Refundable & Subject to change) Caution Money: Rs.1, 500/- (Refundable) (Examination & other fees- as per RCI Norms)

The Tuition fee will be waived off for Students with disabilities who are having UDID Cards, as well as for those who have Disability Certificate and have got enrolled on UDID portal, irrespective of percentage of Disability.

*Tuition Fee will be decided subject to approval from Ministry.

9. REFUNDS

In the event of the candidate withdrawing from the programme, the entire fee and deposits paid at the time of admission will stand forfeited and in addition, any sum spent by the Institute in training the candidate shall be refunded to the Institute by the candidate as per the Institute's terms and conditions.

10. SELECTION CRITERIA

The candidates will be selected on the basis of merit. The merit will be prepared by taking into account the following:

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. More than 75 % = 60	60
2.	Participation in Sports Activities a. International – 10 b. National – 08 c. State – 06 d. District Level- 04	10
3	Applicant with Disability	10
4	Parents/Sibling of Children with Disability	05
5	Interview*	15
Total		100

*** The candidate will be interviewed about general and disability awareness, language ability and Communication skills and knowledge of the teaching subject.**

11. DATE AND PLACE OF INTERVIEW

The interviews/certificate verification will be conducted at Composite Regional Centre (CRC), Old District Hospital Campus, near Gurudwara Chowk, Rajnandgaon as per the following schedule:

S.No.	Name of the Course	Date and time of interview
1	Interview for the Qualified Candidates of D. Ed. Special Education (IDD)	

12. RESERVATION

Reservation policy as laid down by the Government of India will be followed for selection of the candidates.

13. DISPLAY OF LIST FOR SELECTED CANDIDATES

The final list of selected candidates will be displayed on the Notice Board of CRC Rajnandgaon on 05/07/2023.

14. HOSTEL ACCOMMODATION

The institute does not have the hostel facility at present. Candidates will have to make their own stay arrangements. However, the selected candidates will be assisted in finding out suitable accommodation in the nearby areas.

15. SCHEDULE OF THE ACTIVITIES

S.No.	Activity	Tentative Dates
1	Advertisement in Newspaper	
2	Sale of Prospectus-cum-Application form	05/06/2023 - 05/07/2023
3	Last date for receiving application form	05/07/2023

16. MODE OF SALE OF PROSPECTUS CUM APPLICATION FORM BY HANDOR POST

The Prospectus cum Application Form can be obtained by persons on payment of Rs.200/- (Rupee TwoHundred only) for General Category/OBC/ST/SC candidates and Exempted the fee for Divyangjan candidates (by showing UDID Card), in cash or by the bank draft drawn in favour of “**Composite Regional Centre, Rajnandgaon**” payable at **Rajnandgaon (Chhattisgarh)** on all working days during office hours from 9.00A.M. to 5.30 P.M. . If the Prospectus -Cum-Application Form is required by post, an extra amount of Rs.50/- (Rupees Fifty only) shall have to be paid. The Centre shall not be responsible for any delay or damage or loss, if any, during the transit of prospectus cum application form. The Centre shall dispatch the Prospectus cum application form containing application form within 3 days from the receipt of the request. Prospectus cum Application Form can be downloaded from official website of i.e www.niepid.nic.in and www.crcrajnandgaon.nic.in. The downloaded filled in application form should accompany the prescribed fee through demand draft in favour of “**Composite Regional Centre, Rajnandgaon**” payable at **Rajnandgaon**. The filled-in-application form completed in all respects should reach on or before 05/07/2023 the last date of receipt of application form at the following address:

The Director
Composite Regional Centre, Rajnandgaon
Old District Hospital Campus,
Opposite Gurudwara, Rajnandgaon
PIN – 491441, Chhattisgarh

The envelope of the letter requesting the Prospectus must be subscribed at the left top corner as “Request for Prospectus-Cum-Application Form for D.Ed. Special Education (Name of the course i.e. IDD)”. The name and address of the candidate and course must be clearly written on the back side of the demand draft. The amount once remitted shall not be refunded under any circumstances. The candidates wishing to obtain Application Form through post must also send a self-addressed envelope of A4 size.

17. SUBMISSION OF FILLED IN APPLICATION FORM

The filled in application form completed in all respects should be submitted either in person or by registered post/speed post/messenger so as to reach the “**The Director, Composite Regional Centre Old District Hospital Campus Opposite Gurudwara Rajnandaon (Chhattisgarh) 491441**” on or before 05/07/2023 the last date of submission of application form during office hours.

- (i) The Application form incomplete in any manner whatsoever will be summarily rejected without assigning any reason. Application received on non-prescribed form will be treated invalid. No correspondence will be entertained in this regard.
- (ii) The photograph affixed on the application form should be attested by a Self/Gazetted Officer/Principal of the school/college.
- (iii) No request for change of address will be entertained until the admissions are finalized.

18. DIPLOMA AWARDED

On successful completion of the courses within the stipulated period, the following respective institutes will issue mark-sheet & diploma under their own seal on the behalf of Rehabilitation Council of India, New Delhi:

D. Ed. Special Education (IDD) – NIEPMD, Chennai

19. GENERAL RULES

- (i) The number of seats in each course is 35 (Thirty five).
- (ii) The medium of instruction will be in English and Hindi only.
- (iii) Those awaiting result may also apply. However, they will be required to submit their marks statement latest by 05/07/2023 at the time of admission.
- (iv) The Centre reserves the right to reject the application of candidate at any stage if his/her application is found to be incomplete.
- (v) The candidates should bring their original certificates at the time of admission. Failure to produce these will lead to forfeiture of chance for admission. Those who have deposited their original testimonials in any other Institute/University/College/Organization should bring a letter to this effect from such body with him/her at the time of admission. Otherwise, he/she will forfeit his/her right for admission.
- (vi) The Centre will not be responsible for non-receipt of application/enclosures within the notified date and time for any reason whatsoever including postal delay.
- (vii) The candidates should scrupulously follow the rules of discipline and code of conduct as per the rules framed by the Centre from time to time.
- (viii) Ragging in any form within and outside the campus is strictly prohibited. Violation will attract severe disciplinary action as per the law of the land and may attract penalty of expulsion from the Centre and lodging of case under Indian Penal Code and Criminal Procedure Code.
- (ix) The student must attend classes regularly. 80% attendance in theory and 90% in practical classes separately is compulsory to be eligible to appear in the examinations.
- (x) Failure to maintain required percentage of attendance, leaving classes/absenting from the Centre without prior permission will lead to expulsion from the Centre.

20. IMPORTANT INFORMATION

The candidate should report at the Institute on the date and time notified for admission. The allotment of seat to the candidate will be made on merit basis. At the time of reporting for

admission, the candidate shall produce the original certificates and one set of attested photo copies thereof. A candidate, who fails to appear in person on the notified date and time for admission irrespective of any reason, shall forfeit his/her claim for a seat. A candidate who is allotted a seat will be required to pay the prescribed fees in cash at the time of admission. If he/she fails to pay the fee, the seat may be allotted to the next candidate in the merit list. The decision of the Director, CRC, Rajnandgaon shall be final and binding in all matters relating to discipline in the programme.

21. DOCUMENTS REQUIRED IN ORIGINAL AT THE TIME OF ADMISSION

- a) Proof of date of birth (Secondary School/Matriculation Certificate) issued by the examination board.
- b) Certificate and mark sheet of qualifying examination issued by the board/university/institution.
- c) Conduct and Character certificate from the head of the institution from where the qualifying examination was passed or from the gazette officer.
- d) Certificate of Medical fitness to be signed by a registered Medical Practitioner.
- e) SC/ST/OBC/PH certificate from appropriate authorities on the basis of which reservation is claimed.
- f) Disability certificate/UDID of the parent/child/ sibling on the basis of which admission is sought

**ADMISSIONFORMFORDIRECTADMISSIONTOCERTIFICATEANDDI
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ON 2023-24**

Formno---

Composite Regional Centre for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Rajnandgaon
(Under The Administrative Control Of NIEPID, Secunderabad)
Department Of Empowerment Of Persons With Disabilities (Divyangjan), Ministry Of Social Justice & Empowerment, Government Of India
Old District Hospital Campus, Rajnandgaon, Chhattishgarh-491441
Tel / Fax-07744-299927, Email: crc.rjn2016@gmail.com , Website- www.crcrajnandgaon.nic.in

Photograph of the
applicant
35x45 mm

Application form for admission to (name of the course): __

1	Student's Name						
2	Father's Name						
3	Mother's Name						
4	Date of Birth	(DD /MM/YYYY)					
5	Gender	Male	Female	Transgender			
6	Nationality						
7	Aadhar Number						
8	Category	Gen	OBC	SC	ST		
9	PwD	Yes	NO				
10	If yes, mention UDID number or UDID enrolment number						
11	Do you belong to EWS Category	Yes	NO				
12	Permanent address			Correspondence address			
	Address						
	Village /City						
	District						
	State						
	Pin Code						
13	Mobile Number:				E-mail ID:		

14. Educational Qualification:

Name of the Examination passed	Board /University	Year of passing	Total Marks	Marks obtained	% obtained	Subject(s)
10 th						
12 th						
Any other						

Declaration

I hereby declare that all the information and documents furnished by me is true and correct to the best of my knowledge and belief. In the event of any information being found incorrect or misleading, my candidature shall be liable for cancellation for admission by the NBER, RCI or concerned training institute at any stage.

(Name and Signature of the Applicant)

Note: Self attested copy of caste, educational qualification and UDID (PwD) certificate (If applicable), any other relevant documents to be enclosed along with the application form.

AcknowledgementSlip

Formno-----

Composite Regional Centre for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Rajnandgaon
(Under The Administrative Control Of NIEPID, Secunderabad)
Department Of Empowerment Of Persons With Disabilities (Divyangjan), Ministry Of Social Justice & Empowerment, Government Of India
Old District Hospital Campus, Rajnandgaon, Chhattishgarh-491441
Tel / Fax-07744-299927, Email: crc.rjn2016@gmail.com , Website- www.crcrajnandgaon.nic.in

ReceivedApplicationfrom-----S/o,D/o,W/o ----- for
admissionto

----- fortheacademics
ession2023-24.

Date:

Name and signature of the

Place:

CourseCoordinator/HoD

