

Form No.....

**APPLICATION FORM AND PROSPECTUS  
DIPLOMA IN SPECIAL EDUCATION (D.ED.SE-IDD)  
(INTELLECTUAL DEVELOPMNET DISABILITY)  
(Two Academic Year Diploma Course Affiliated to RCI, New Delhi)**

**ACADEMIC YEAR 2023-25**



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH  
INTELLECTUAL DISABILITIES (DIVYANGJAN)  
REGIONAL CENTRE, KOLKATA  
(Department of Empowerment of Ministry of Social Justice & Empowerment, Government of  
India)  
B. T. Road, Bonhooghly, Kolkata-700090**

Telephone: 033-2531-1357/4222

Fax: 033-25311357

Website: [www.niepid.nic.in](http://www.niepid.nic.in)

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**LAST DATE FOR RECEIPT OF COMPLETED APPLICATION FORM AT NIEPID-RC,  
KOLKATA : 05.07.2023**

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**Cost of Prospectus cum application form: ₹500/- for General & OBC Category  
Rs. 350/- for SC/ST category  
PWD candidates are exempted from application fee**

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH INTELLECTUAL  
DISABILITIES, (DIVYANGJAN)  
REGIONAL CENTRE, KOLKATA**

**1.0 INTRODUCTION:**

The National Institute for the empowerment of persons with Intellectual Disabilities(Divyangjan), popularly known as NIMH, was established in the year 1984 as an autonomous body under the Ministry of Social justice & Empowerment, Govt. of India. NIEPID has regional Centre at New Delhi, 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.

These objectives apart, NIEPID has developed service models and contributed very significantly in the dissemination and documentation. The performance in the extension of an out reachprogramme is excellence covering large area across the country. It is a “Vision”, “Mission”, and “Value” driven organization having work culture appropriate to higher education. The institute is a “Learning Organization”. The institute’s values extend to equal opportunity, participation of people and gender-just practices.

**1.1 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, 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 (1 to IV Lower primary and V to VII – Upper primary) levels to Serve in the following settings:

- Special Schools
- Integrated / Inclusive setup
- Itinerant Programme

**2.0 KNOWLEDGE RELATED OBJECTIVES:**

**To build adequate knowledge in the areas:**

- 1) Various aspects of disability, its impact and management,
- 2) Key aspects of disability, its impact and management.
- 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.

## 2.1 SKILL RELATED OBJECTIVE:

**To develop skills and competencies in the following areas:**

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

## 2.2 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:

Special teachers at pre- primary (Nursery kindergarten etc.) and primary (I to IV Lower primary and V to VII – Upper Primary) levels serve in the following settings:

- Special Schools
- Integrated / Inclusive setup
- Itinerant Programme

**4.0 ELIGIBILITY:** Candidates who have passed 10+2 HSC examination passing with 50% marks are eligible for the course.

## 5.0 ADMISSION CRITERIA:

Sl.No	Particular	Weightage
1	Weightage in the qualifying examination. a. 50% to less than 60 % =50 b. 65% to less than 75 % =55 c. 75% to 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 or sibling or children with disability	05
5	Weightage as may be determined by the course Coordinator to be awarded by admission committee	15
	Total	100

## 6.0 SELECTION:

Application for admission will be screened and short listed on the basis of three candidates per seat by the committee specially constituted for the purpose. Merit list will be prepared based on the academic qualification, weightage given for having child/sibling with mental retardation and interview. TA/DA will **not** be paid by the institute for attending the interview. No candidate is allowed to change the course of study once admitted and if he/she is still desirous to join course within the institute, the fee/deposits remitted to the institute shall be forfeited.

## 7.0 JOINING AND SUBMISSION OF CERTIFICATES:

Selected candidates should join the course by the stipulated date. At the time of joining the course, the selected candidate 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 / any Govt. hospital declaring the state of health.

## 8.0 NUMBER OF SEATS:

**30 + 03 (EWS)**

Out of 30 seats, five seats are reserved for SC, two seats for ST, Eight seats for OBC and one seat for PH.

**9.0 DURATION:** 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 Year).

## 10.0 MEDIUM OF INSTRUCTION:

Delivery of lectures will be in English only. However, candidates will be allowed to write the final exam in Hindi, English and Bengali.

## 11.0 ATTENDANCE:

Minimum attendance of 80% is essential to be eligible for appearing for the examination. 10% attendance may be considered in case of illness on production of proper medical certificate. 100% of the practical work and assignments should be completed and certified by the respective faculty prior to the examination. However, the final decision of allowing for examination will be taken by the competent authority.

Any shortage of attendance will have to be made up before final examination by the student concerned and the institute does not take responsibility whatsoever in arranging theory and practical classes. The

application of these candidates with shortage of attendance will not be considered for issue of hall ticket to appear in examination.

The institute reserves the right to cancel the admission if the candidate admitted 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 examination procedures prescribed by the Rehabilitation council of India shall be adopted.

## **12.0 EXAMINATION:**

There will be two terms examination at the end of each academic year, the trainees will have to appear in the final examination as well as internal and external.

## **13.0 AWARD OF DIPLOMA:**

Based on the performance during the course and on the annual examination, the successful candidates will be awarded Diploma in Vocational rehabilitation (Mental Retardation). 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.

## **14.0 FEES & OTHER DEPOSITS: Fees for per annum are as follows:**

	Fee	₹	Deposit	₹
1	Tuition Fee	10500.00**	Caution Deposit	1,500.00
2	Hostel Charges	7500.00*	Library Deposit	2,000.00
3	Hostel Deposit	1,500.00	--	--

**\*Tuition fees are waived off for PwDs (DIVYANGJAN) Candidates**

Total fees and deposits to be paid while taking admission.

\*Applicable to candidates provided hostel facility at NIEPID, RC, Kolkata

\*\*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.

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

## **15.0 HOSTEL ACCOMODATION:**

Shared hostel accommodation to outstation candidates will be provided on nominal charge at NIEPID-RC, Kolkata subject to availability on first-come first-served basis. The trainees will have to bear the expenses on food by joining a student's run mess.

#### **16.0 DISCIPLINE:**

The candidate admitted should abide with discipline within the prescribed administrative regulation and also avail the hostel accommodation as provided. 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 hostellers should follow the prescribed rules and regulations. Any infringement of violence shall result in removal of the student from the hotel for the period as decided by the management of the institute.

**Ragging is a crime prohibited under law. Anyone found indulging in the unethical act of ragging would be dealt with due legal procedures.**

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Form No.....

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH  
INTELLECTUAL DISABILITIES (DIVYANGJAN)  
REGIONAL CENTRE  
B.T.Road, Bonhooghly, Kolkata- 700 090**



**APPLICATION FORM FOR ADMISSION INTO DIPLOMA IN SPECIAL EDUCATION IN  
INTELLECTUAL DEVELOPMENT AND DISABILITIES (D.ED SE IDD)**

**SESSION 2023-2025**

**DD NO:..... Date..... Bank.....**

1. Name of the Candidate (in full block letters as given in High School Certificate):

Surname

Middle Name

First Name

Affix  
photograph  
of the  
candidate

2. Father's Name (In full block letters as given in SSC Certificate):

3. Date of Birth

Age (in complete Years as on 31.12.2021)

4. **Complete Postal Address** (in block letters) **Permanent Address** of Father / Guardian  
(Please do not write your name or father name)

Pin -	Pin -

Phone :

Email-id:

5. Nationality: Indian / 'Foreign

6. Gender: Male / Female

7. Category: SC / ST/ Physically Handicapped / General/OBC

8. State to which the candidate belongs :

9. Details of Qualification :

Exam passed	Name of the school/ college	University/ Board	Year of passing	Subjects	Aggregate % of marks	Medium of instruction
10 <sup>th</sup> / Equivalent						
ISC/ Sr.Sec/ Intermediate/ equivalent						
Graduation						
Others (mention)						

10. Have you worked with persons having mental retardation? If yes give details:

11. Experience in the field of mental retardation: (to be supported by attested copies of certificates).

Name and address of the employer	Nature of employment	From To (Indicate the dates)

13. Whether the candidate is a parent/sibling of a child with mental retardation:  
Yes/No (if yes enclose certificated / details of relationship)



14. Languages Known                      Speak              Read              Write

- 1.
- 2.
- 3.
- 4.

15. Please state in your handwriting in the sentences “Why do you want to join D.ED SE (MR) course?”

16. Extra-Curricular Activities:

17. Whether the following documents have been attached with the application (Please tick mark).

- a) Statement of marks Senior Secondary or equivalent examination in 10+2 pattern.
- b) Attested copy of Proof of date of birth or Class X certificate.
- c) Proof of conduct certificate from the last attended institution.
- d) Proof for Status of SC/ST/OBC/Disability.
- e) Certificate for higher qualification.
- f) Recent character certificate issued by Gazetted Officer (in original).
- g) Certificate by government medical officer, authority competent to issue certificate of disability designated by state or central government certifying that the candidate is a sibling, parent of a child having intellectual disability.
- h) All candidates suffering from health problems due to infections, chronic health problems, psychiatric problems or pregnancy must submit medical certificate authorized from recognized medical practitioner.
- i) Disability Certificate of the kin in case of claiming credit for being a sibling/parent of child having mental retardation.
- j) Family Income Certificate issued by Gazetted Officer (in original).

#### **DECLARATION**

I hereby declare that the information given above is true and correct to the best of my knowledge and belief. I further declare that I shall be abiding by the rules and regulations of the Institute and training center. I am aware that my admission will be cancelled in case the details furnished by me are proved to be wrong/false.

**Date:**

**Signature of the 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  
centrallist 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/herfamily reside in Village/Town \_\_\_\_\_  
\_\_\_\_\_ District \_\_\_\_\_ State U.T. \_\_\_\_\_.

(Signature of Tehsildar/Commissioner/District Magistrate)

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

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

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

Seal/Stamp

## DECLARATION (For SC/ST/OBC/PWD 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/PWD) from any Government  
authority for my studies for the year 2022-23. 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:

Witness: 1)

2)

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF THE  
PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**

**REGIONAL CENTRE, KOLKATA**

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

B.T. Road, Bonhooghly, Kolkata-700 090

**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.

2. 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,
- 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:

**NATIONAL INSTITUTE FOR THE MENTALLY  
HANDICAPPED REGIONAL CENTRE, KOLKATA**

*(Ministry of Social Justice & Empowerment, Government of India)*  
B.T. Road, Bonhooghly, Kolkata-700 090

**UNDERTAKING BY PARENT / GUARDIAN**

1. 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.

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

3. 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:

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF THE  
PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)  
REGIONAL CENTRE, KOLKATA**

*(Ministry of Social Justice & Empowerment, Government of India)*  
B.T. Road, Bonhooghly, Kolkata-700 090

**UNDERTAKING BY THE CANDIDATE / STUDENT**

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

Carefully read and fully understood the rules and regulations:

2. I hereby 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 of the Candidate

Name:

Address:

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF THE  
PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**

**REGIONAL CENTRE, KOLKATA**

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

B.T. Road, Bonhooghly, Kolkata-700 090

**UNDERTAKING BY PARENT / GUARDIAN**

1. I, \_\_\_\_\_ F/O, M/o, G/o \_\_\_\_\_ have carefully read and fully understood the rules and regulations.

2. I hereby 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 be placed in community work settings in the field of disability rehabilitation anywhere in India during the period of the course.

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

Date:

Signature of the Guardian/ Parent

Name:

Address:



## **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 the Guardian/ Parent