

Application No.....

APPLICATION FORM AND PROSPECTUS

DIPLOMA IN VOCATIONAL REHABILITATION (Intellectual Disabilities)
(One Academic Year Diploma Course Affiliated to RCI, New Delhi)

ACADEMIC YEAR 2023- 2024



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

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

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

Telephone: 033-2531-1357/4222

Fax: 033-25311357

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

Price: Rs.500/- for General & OBC Category

Rs. 350/- for SC/ST/EWS category

PWD candidates are exempted from application fee.

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

INTRODUCTION:

The National Institute for the Empowerment of Persons with Intellectual Disabilities, formerly 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 program

These objectives apart, NIEPID has developed service models and contributed very significantly in the dissemination and documentation. The performance in the extension of an outreach program is excellence covering large area across the country. The institute is a “Learning Organization”. The institute’s values extend to equal opportunity, participation of people and gender-just practices.

NATURE OF THE COURSE:

With increasing emphasis on productive and remunerative employment of persons with Intellectual Disabilities, the institute requires trained human resources who can conduct vocational training program in the professional manner. Therefore, a composite course was envisaged with components from diverse fields of psychology, special education, engineering, social work, business management, accountancy and book-keeping.

The vocational instructor thus trained should be able to study the job market demands and accordingly undertake training of persons with mental retardation for gainful and remunerative production.

The curriculum content envisaged in this course correlates to the job market demands and conceptual understanding. Therefore, with adequate theory inputs, having emphasis on practical and field placements in real or simulated environments, this course will train vocational instructors to provide services of vocational rehabilitation and adult independent living skills for persons with Intellectual Disabilities. This is the first level basic course designed for service providers.

OBJECTIVES OF THE COURSE:

Overall aim of the course is to prepare cadre of trained personnel to provide services in the area of vocational rehabilitation including adult independent skills in persons with Intellectual Disabilities functioning at various levels to lead them towards independent life as far as possible.

SPECIFIC OBJECTIVES:

Acquire required knowledge on various aspects such as medical, psychological, educational, technology, community work and management related to vocational rehabilitation and adult independent living of persons with Intellectual Disabilities.

Demonstrate skills to assess, plan, implement and evaluate vocational training program for persons with Intellectual Disabilities individually and in groups, at various work settings.

Develop competencies to contact employers, identify suitable jobs, prepare job analysis and learn possible trades in a professional manner so as to train the persons with Intellectual Disabilities in suitable jobs for placement.

Acquire the basic skills to prepare jigs and fixtures and transform the technical know-how to develop suitable adaptive devices and TLMs (Teaching Learning Materials) for vocational rehabilitation and adult independent living.

Demonstrate skills necessary for providing training to persons with Intellectual Disabilities in adult living skills irrespective of their intellectual levels, in various environments such as home, community and work place.

JOB OPPORTUNITIES:

The successful candidates will be suitable for placement as vocational instructors. Job opportunities and predominantly available in voluntary organizations. It is estimated that out of 1000 special schools/institutions for persons with mental retardation 60% of them have vocational training facilities. In recent years many vocational training cum group employment centers have been established in non-traditional vocations. Another recent trend has been to seek employment of persons with Intellectual Disabilities in supported and open job situations. The vocational training and employment for persons with Intellectual Disabilities is an emerging area having better prospects.

SCOPE:

Successful candidates of DVR (ID) course will have vocational openings as:

- Vocational instructor
- Placement Officer
- In charge of vocational and production centers
- Vocational counselors and guide
- Rehabilitation Assistant
- Job work trainer (job coach)

Further this is to inform that currently there are over twelve hundred special educational facilities in India run by non-government organizations. These organizations need to extend vocational courses for the persons with mentally handicapped, they will be on constant search for qualified vocational instructors. There is also a great need of trained professionals to prepare accessible environment for the empowerment of persons with mental retardation. With the growing awareness about adequate training program for the persons with mental retardation and disabilities, there exists a vast potential of employment.

4.0 ELIGIBILITY:

A candidate must have completed Senior Secondary or equivalent examination in 10+2 Pattern. Preference will be given to candidates with engineering subjects in the vocational stream or with science in the academic stream.

5.0 ADMISSION CRITERIA:

Educational Qualification	
Essential Qualification of 10+2	: 60 marks
b) Parents/Sibling of persons	
With mental retardation	: 10 marks
c) Interview	: 30 marks
Total	: 100 marks

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, weight age 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 any 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 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.

8.0 NUMBER OF SEATS:

The total number of seats is 30 (Thirty) + 03 (EWS)

10.0 DURATION:

Ten calendar months - 220 working days, 7 hours per day, 5 days in a week.

This duration includes: Teaching & Practical : 175 days
 Educational Tour : 15 days
 Tests and Examination : 30 days

11.0 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 in their regional languages.

12.0 ATTENDANCE:

Minimum attendance 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 applications of these candidates with shortage of attendance will not be considered for issue of hall ticket 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.

13.0 COURSE CONTENT:

The course has about 45% theory and 55% exposure on practical. The curriculum content may be revised as per the directions of Rehabilitation Council of India. Currently the theory and practical papers covered are given below:

Theory Papers

Paper	Title
I	Mental Retardation, Therapeutics and First Aid
II	Psychology applied to vocational training

III	Special education related to adult independent living
IV	Vocational training and Placement aspects
V	Science and Technology applied to vocational training
VI	Community, legal and management aspects related to disability rehabilitation

Practical Papers

Paper	Title
I	Individualized vocational training program
II	Group vocational training program
III	Market Survey, Job analysis and Trades training
IV	Development of Adaptive Devices and Teaching Learning Materials.

14.0 EXAMINATION:

There will be two terms examinations and at the end of the academic year, the trainees will appear in the final examination.

15.0 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 (ID). 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.

16.0 FEES & OTHER DEPOSITS:

	Fees (Non Refundable)	₹	Deposit (Refundable)	₹
1	Tuition Fee	10,500.00**	Caution Deposit	1,500.00
			Hostel Deposit	1,500.00
2	Hostel Charges	7,500.00	Library Deposit	2,000.00

* **Tuition fees are waived off for PwDs (DIVAYNG) Candidates**

* Applicable to candidates availing hostel facility at NIEPID, RC, Kolkata

** **The examination fee and other expenses will be collected from the students as and when notified by NIEPMD-NBER authority and Rehabilitation Council of India (RCI), New Delhi as per actual.**

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 fees 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.

17.0 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.

18.0 DISCIPLINE:

The candidates admitted should abide with discipline within the prescribed administrative regulations 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 hostel 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.

The filled in application form should be sent to.

Officer in Charge
National Institute for the Empowerment of Persons with Intellectual Disabilities
Regional Center (NILD Campus)
B.T.Road. Bonhooghly
Kolkata 700090

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

**APPLICATION FORM FOR ADMISSION INTO DIPLOMA IN VOCATIONAL REHABILITATION
(INTELLECTUAL DISABILITIES)
SESSION 2023-2024**

Application should be filled by the candidate in his/her own handwriting
The filled in application form should be submitted on or before 05.06.23
Date of Interview: As Decided by Head Quarter

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

Surname	<input type="text"/>
Middle Name	<input type="text"/>
First Name	<input type="text"/>

Affix
photograph of
the candidate

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

3. Mother's Name

4. Date of Birth

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D D		M M	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Y E A R

Age

5. Gender: Male/ Female /Others.....

Marital Status

6. Nationality:.....

Domicile:

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

8. Annual Family Income (From all Source):

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

Particulars	Correspondence	Permanent
State		
Pin Code		
Tel No.		
Email ID		

10. Details of Qualification :

Exam passed	Name of the school/ college	University/ Board	Year of passing	Subjects	Aggregate % of marks	Medium of instruction
10 th / Equivalent						
ISC/ Sr.Sec/ Intermediate/ equivalent						
Any Others						

- a) Statement of marks of 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.

DECLARATION

I hereby declare that all the information and documents furnished by me is true and correct. In the event of any information being found incorrect or misleading, my candidature shall be liable for cancellation for admission by the RCI or concerned Training Institute.

Signature of the Parent/ Guardian

Signature of the Applicant

DATE:

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/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
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(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 Applicant