

EXTRACT FROM THE MINUTES OF THE ORDINARY MEETING OF THE
ACADEMIC COUNCIL HELD ON 11.01.2021

Item No. 4 : TO CONSIDER THE PROPOSAL FOR UP-GRADATION
OF DISABILITY UNIT, ALIGARH MUSLIM
UNIVERSITY, AS "CENTRE FOR DISABILITY AND
REHABILITATION STUDIES"

1. The house considered and agreed the proposal for up-gradation of Disability Unit, Aligarh Muslim University as "Centre for Disability and Rehabilitation Studies" prepared in the light of the UGC letter reminder-III F.6-2/2016 (SCT), dated 15.07.2020 and recommended to the Executive Council.
2. Approved the proposal for starting two Diploma/PG Diploma Courses and recommended to the Admission Committee.

Arising out of the discussion, Prof. K.B.Y.Khan, Coordinator, Disability Unit, Prof. Abdul Baqi, Chairman Department of Civil Engg., Prof. Shakeel Khan, Chairman, Department of Applied Physics, Prof. (Mrs.) Sandhya Maheshwari, Chairman, Department of Orthodontics- & Dentofacial Orthopedics, Prof. Ekram Khan, Department of Electronics, Prof. Mohammad Afzal, Chairman, Department of Zoology and Prof. Mohammad Muzammil, Department of Mechanical Engineering will be called as Special Invitee in the next meeting of the Admission Committee.

Appendix -I

Office of the Registrar
(Councils Section)
Aligarh Muslim University
Aligarh.

No.C.I-AC(810)/3527

Jan. 23, 2021

Copy to the following for information and necessary action:

1. Coordinator, Disability Unit
2. Controller of Examinations to place the matter at (2) in Admission Committee
3. Dealing Assistant (E.C.) to place the matter at (1) before the Executive Council
4. Assistant Registrar, VC's Secretariat
5. Sr. P.A. to Registrar
6. Guard File

J.C.(Adm)

(Md. Arifuddin Ahmed)

Joint Registrar
(Councils)

Section Officer
(Admissions)
25/1/21

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A small horizontal line or mark.

A horizontal line with several small dark marks or artifacts.

DISABILITY UNIT

(C-15, Zakir Bagh, Tarbanganlaw)

APPENDIX- I

ITEM No.- 4

Prof. Khalid Bin Yusuf Khan
Coordinator

- 16 -

ALIGARH MUSLIM UNIVERSITY,
ALIGARH - 202002

D. No. 217 /DU.

Dated: 10/10/2020

To,
The Deputy Registrar (A.C)
A.M.U. Aligarh.

With the reference to the letter F-7R/20-21//DS/177, dated 23.09.2020. Kindly find enclosed two copies of proposal for Up-gradation of the Disability Unit Aligarh Muslim University as "Centre for Disability and Rehabilitation Studies".

Thanking You,

R. No. (C) 1634

Dated 12/10/20

(Councils, Section)

Mr. Kashif

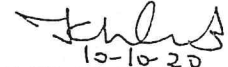


Joint Registrar

संयुक्त कुशलसचिव
(Councils/परिषदीय)

1710

Yours Sincerely



Prof. K. B. Y. Khan

(Coordinator)

COORDINATOR

DISABILITY UNIT

A.M.U., ALIGARH-202002

Minhaj Ahmed Khan
(Joint Registrar)

(0571) 2700920 Ext. 117
OFFICE OF THE REGISTRAR
DEVELOPMENT SECTION
ALIGARH MUSLIM UNIVERSITY
ALIGARH – 202 002 (U.P.)
INDIA

F-7R/20-21//DS/ 177

-17-

Dated: 23.09.2020

The Coordinator
Disability Unit
AMU, Aligarh.

Kindly refer to your revised proposal submitted vide R.No.492-A/DU dated 20.08.2020 consisting of the following:

1. Up-gradation of the Disability Unit Aligarh Muslim University as "Centre for Disability and Rehabilitation Studies".
2. Detailed proposal for starting Diploma and PG Diploma Courses.

The above proposal was submitted to the Hon'ble Vice-Chancellor for his kind perusal and approval before sending it to the UGC. The Vice-Chancellor has made following observations:

1. Put up in next ordinary meeting of A.C.
2. In the meantime you can send to UGC also.

It is therefore requested to kindly provide 02 copies of your revised proposal for placing it in the Academic Council and for onward transmission to the UGC.

D. Khan
(Minhaj Ahmed Khan)
Joint Registrar

D. Khan

एन/ए. नं. 2320/वी.सी./V.C.
दिनांक/Date 28/07/2020
कुलपति, अलिगढ़ मुस्लिम विश्वविद्यालय/Vc's Secretarial
एनएमयू/A.M.U., Aligarh

P.No. 594/DS
Dated 28/7/2020
Development Section



-18-
DISABILITY UNIT
(C-15, Zakir Bagh, Tar Bunglow)

D.No. 168 DU
Date - 27-07-2020

Prof. Khalid Bin Yusuf Khan
Coordinator

ALIGARH MUSLIM UNIVERSITY,
ALIGARH - 202002

To
The VICE CHANCELLOR
AMU, Aligarh

JR (Dev.)

R-3617/Ry
29.7.20

REGISTRAR
29/7

With reference to the reminder-III F.6-2/2016(SCT), dated 15.07.2020 received from UGC through MHRD , regarding implementation of recommendations in annual reports of 2016-2017 & 2017-2018 for "Setting up of the Department of Disability Studies in Central / State Universities", the Disability Unit Aligarh Muslim University submit the following proposal. [Copy attached]

1. Up-gradation of the Disability Unit Aligarh Muslim University as "Center for Disability and Rehabilitation Studies"
2. Detailed proposal for starting two Diploma/ PG Diploma Courses

The Proposal is submitted for kind perusal as intended by MHRD/ UGC to create a pool of academicians and rehabilitation professionals as "Voice of Disability"

R. No. 492-A DU
Date 20.08.2020

R/o
Kindly find the corrected Regards

Proposed
28/8/20
COORDINATOR
DISABILITY UNIT
A.M.U., ALIGARH-202002

Prof. K.B.Y. Khan
COORDINATOR
DISABILITY UNIT
A.M.U., ALIGARH-202002

Vice-Chancellor
Registrar
↓
ASD (Dev.)

Mr. Hanis
19/7/20
53/3/2020

JR (Dev)



coordinator disabilityunit <disabilitycoordinator78@gmail.com>

- 19 -

Fwd: Regarding recommendations in Annual Report of O/o CCPwDs for the year 2016-17 & 2017-18

1 message

khalid khan <raghuvansham99@gmail.com>
To: disabilitycoordinator78@gmail.com

Wed, Jul 15, 2020 at 5:33 PM

----- Forwarded message -----

From: Registrar <registrar.amu@amu.ac.in>
Date: Wed, 15 Jul 2020, 5:28 pm
Subject: Fwd: Regarding recommendations in Annual Report of O/o CCPwDs for the year 2016-17 & 2017-18
To: raghuvansham99 <raghuvansham99@gmail.com>, coordinatorcecamu <coordinatorcecamu@gmail.com>, JR General Section <nakhter.reg@amu.ac.in>

Most Urgent

*office urgent reply
Khalid
16/7/20*

From: "sctsection" <sctsection@gmail.com>
To: "Au Registrar" <auregistrarvsp@gmail.com>, "Registrar ANGRAU" <registrarangrau@gmail.com>, registraranu@yahoo.co.in, regskuniversity@gmail.com, registrarmahila@yahoo.com, "Registrar Svuniversity" <registrarsvu@gmail.com>, "Registrar Dravidian" <dravidian.registrar@gmail.com>, svimregistrar@gmail.com, registrar@gitam.edu, registrarannaya@gmail.com, registrararyvu@gmail.com, registrar@sssihl.edu.in, registrar@jntua.ac.in, registrar@jntuk.edu.in, registrar@kluniversity.in, "Registrar RayalaseemaUniversity" <registraru@gmail.com>, "Registrar Vsu" <vsuregistrar1@gmail.com>, registrar@braou.ac.in, "registrar dsnl" <registrar dsnl@gmail.com>, arcuap@gmail.com, rgureg@gmail.com, registrar@rgu.ac.in, registrar@aau.ac.in, duttamn2000@yahoo.co.in, registrar@dibru.ac.in, "Registrar Gauhati University" <registrar@gauhati.ac.in>, registrar@tezu.ernet.in, registrar@dbuniversity.ac.in, bkkolkara@dbuni.ac.in, diroffice@iitg.ac.in, registrar@nluassam.ac.in, registrar@ccsu.ac.in, "d bhagwati" <d_bhagwati@rediffmail.com>, registrar@brabu.net, registrar@jpu-bih.nic.in, nmishra2k@gmail.com, info@ksdu.edu.in, registrar@lnmu.in, "Samar Ahsan" <ahsanparivar@yahoo.com>, "registrar pu" <registrar_pu@hotmail.com>, "registrar raubihar" <registrar.raubihar@gmail.com>, "registrar tmbu" <registrar.tmbu@yahoo.com>, "registrar vksuara" <registrarvksuarabihar@gmail.com>, registrar@cnlu.ac.in, kchandramoorthi@nalandauniv.edu.in, "ggv.registrar" <ggv.registrar@gmail.com>, srrate@yahoo.in, registrar@iksv.ac.in, "K.K. Chandrakar" <registrarprsu@gmail.com>, registrar@hnlu.ac.in, jpatnaik@hotmail.com, kalingauniversity@gmail.com, "registrar" <registrar@du.ac.in>, registraroffice@ignou.ac.in, sashraf@jmi.ac.in, "registrar" <registrar@mail.jnu.ac.in>, registrar@ipu.ac.in, Registrar@iari.res.in, "bnr icar" <bnr.icar@nic.in>, "Firdous Wani" <firdouswani@jamiyahamdard.ac.in>, registrar@iift.ac.in, registrar@ili.ac.in, ili@ili.ac.in, "GS BAJPAI" <gsbajpai@gmail.com>, registrar@nludelhi.ac.in, ukworar@yahoo.co.in, "Registrar liitd" <registrar@liitd.ac.in>, registrar@aud.ac.in, masikandar@aud.ac.in, registrar@southasianuniversity.org, "Registrar Goa Univesity" <registrar@unigoa.ac.in>, registrar@mkbhavuni.edu.in, registrar@gujaratuniversity.ac.in, registrar@sdau.edu.in, info@ayurveduniversity.com, registrar@msubaroda.ac.in, regi@ngu.ac.in, dmpatelkada@yahoo.com, registrar@spuvvn.edu, "registrar Saurashtra University" <registrar@sauuni.ernet.in>, mgthakkar@rediffmail.com, "registrar mms svdu" <registrar.mms.svdu@gmail.com>, registrar@gnlu.ac.in, "registrar Gujaratvidyapith" <registrar@gujaratvidyapith.org>, registrar@ddu.ac.in, regi@hau.ernet.in, registrar@gjust.org, "Registrar Office" <registraruk@gmail.com>, "Registrar MD University, Rohtak" <registrar@mdunohrak.ac.in>, registrar@du@gmail.com, registrar@jcr.istm.org, "Ramesh Kumar Arora" <rkorara.dcrust@gmail.com>, registrar@bpswomenuniversity.ac.in, "registrar

uhsrohtak" <registrar.uhsrohtak@gmail.com>, "Registrar CUH" <registrar@cuh.ac.in>, registrar@jgu.edu.in, registrar@ymca.ac.in, "Kuldip Singh" <kuldipsinghjoon@gmail.com>, "INDIRA GANDHI UNIVERSITY" <universityindiragandhi@gmail.com>, registrar@crsujind.org, "registrar hpu" <registrar.hpu@gmail.com>, registrar@hillagric.ac.in, keshavju@gmail.com, registrar@kashmiruniversity.ac.in, zreshi@yahoo.com, registrar@skuastkashmir.ac.in, "ishaq bgsbu" <ishaq.bgsbu@gmail.com>, registrar@islamicuniversity.edu.in, "Registrar SMVDU" <registrar@smvdu.ac.in>, registrar@cukashmir.ac.in, "Registrar Bau" <registrarbaujharkhand@gmail.com>, "Amar Kumar Chaudhary" <akc.hzb@gmail.com>, skmuregistrar@gmail.com, "sinhask geol" <sinhask.geol@gmail.com>, registrar@vbu.ac.in, "registrar" <registrar@cuja.ac.in>, registrar@nusrlranchi.com, "Bangalore University Registrar" <bu2registrar@gmail.com>, registrargug@rediffmail.com, registrar@kannadauniversity.org, registrar@kudharwad@gmail.com, kureg@gmail.com, registrar@mangaloreuniversity.ac.in, registrar@uni-mysore.ac.in, "Registrar" <registrar@nls.ac.in>, registrar@uasbangalore.edu.in, registrar@uasd.in, registrar@vtu.ac.in, "registrar kswub" <registrar.kswub@gmail.com>, tumkuruniversity2004@gmail.com, regr@admin.iisc.ernet.in, admin@jncasr.ac.in, registrar@svyasa.edu.in, svyasaregistrar@gmail.com, reg@nitte.edu.in, "Registrar uni" <registrar@jssuni.edu.in>, "du registrar" <du.registrar@yahoo.in>, "Registrar kslu" <kslu.registrar@gmail.com>, "R.C.University Belgavi" <rcuregistrar@gmail.com>, "katia paga" <katepaga@gmail.com>, reg@uoc.ac.in, "Dr.T.A.Abdul Majeed" <majeedudma@gmail.com>, registrar@cusat.ac.in, regrku@gmail.com, registrar@kau.in, registrar@mgu.ac.in, registrar@nru.ac.in, sureg@gmail.com, sundarateertham@rediffmail.com, registrar@nuals.ac.in, "Bharathan Km" <drkmbharathan@gmail.com>, regapsu@gmail.com, registrar@bubhopal.nic.in, "registrar davv" <registrar.davv@dauniv.ac.in>, registrar31@rediffmail.com, registrar@dhsgu@rediffmail.com, "jureg gw" <jureg_gwl@rediffmail.com>, "chandar Sonane" <csonane@gmail.com>, registrar@mcu.ac.in, mgcgv@rediffmail.com, "Ashok Ingle" <registrar@jnkvv@gmail.com>, registrar@nliu.com, "Registrar NLIU" <registrar@nliu.ac.in>, registrar@gmail.com, "Registrar Igtntu" <registrar.igtntu14@gmail.com>, registrar@inpe.gov.in, "vc music2008" <vc.music2008@gmail.com>, braussreg15@gmail.com, registrar@psnsu.org, reg@sgbau.ac.in, "Registrar" <registrar@fort.mu.ac.in>, registrar@bamu.net, vgsargade@dbatu.ac.in, registrar@dbatu.ac.in, registrar@pdkv.ac.in, regr@dbskkv@rediffmail.com, "regr dbskkv" <regr.dbskkv@gov.in>, "registrar mpkv" <registrar.mpkv@nic.in>, "reg mau" <reg_mau@rediffmail.com>, registrar@nagpuruniversity.nic.in, registrar@nmu.ac.in, "Registrar, North Maharashtra University, Jalgaon" <registrar.nmu@gmail.com>, regis@unipune.ac.in, registrar@sndt.ac.in, registrar@unishivaji.ac.in, "Registrar Srtmun" <srtmunregistrar@gmail.com>, registrar@ycmou.digitaluniversity.ac, kksuregistrar1997@gmail.com, "Rajiv Borle" <registrar@mims@gmail.com>, bk Dutta@barc.gov.in, registrar@sus.ac.in, "Registrar GIPE" <registrar@gipe.ac.in>, kumarjaya51@hotmail.com, registrar@siu.edu.in, registrar@tifr.res.in, registrar@dpu.edu.in, registrar@mims.edu, registrar@ictmumbai.edu.in, "regcau" <regcau@yahoo.com>, regcau@gmail.com, aarkaykangjam@gmail.com, registrar@mzu.edu.in, registrar@buorissa@gmail.com, registrar@oual@gmail.com, registrar@suniv.ac.in, "Rama Chandra Dash" <Ramachandradash123@gmail.com>, registrar@utkal-university.org, "Registrar F.M. UNIVERSITY" <registrarfmuniversity@gmail.com>, registrar@123@gmail.com, registrar@ravenshawuniversity.ac.in, registrar@soauniversity.ac.in, registrar@kiit.ac.in, registrar@vssut.ac.in, registrar@nluo.ac.in, "Registrar CUTM" <registrar@cutm.ac.in>, registrar@gmuniversity.ac.in, "REGISTRAR GNDU" <reg_gndu@yahoo.com>, registrar@pau.edu, registrar@pbi.ac.in, generalinfo@bfuhs.ac.in, "Registrar GADVASU" <registrar@gadvasu@gmail.com>, sp1962@yahoo.com, gissandhu@yahoo.com, registrar@cup.ac.in, reg@mrsptu.ac.in, "GS Charan Registrar" <jnvuregistrar1962@gmail.com>, reg@vmou.ac.in, "Registrar MDSU,Ajmer" <registrar@mdsu.ac.in>, registrar@mlsu.ac.in, registrar@uniraj.ernet.in, reg@rabhikaneer.org, niu-jed-ij@nic.in, "Sohan L Sharma" <sharmasi2012@gmail.com>, "Sunil Sharma" <Sunilkumarsharma.16@gmail.com>, registrar@mgsbikaner.ac.in, registrar@uoc.ac.in, "rajmed university" <rajmed_university@rediffmail.com>, jvbidanun@rediffmail.com, "Registrar Mewar" <registrar@mewaruniversity.org>, registrar@univ.ac.in, regrajivas@gmail.com, "registrar@lagappauniv" <registrar@lagappauniv@gmail.com>, registrar@annauniv.edu, "Students Grievances



-22-

विश्वविद्यालय अनुदान आयोग
University Grants Commission
मानव संसाधन विकास मंत्रालय, भारत सरकार
(Ministry of Human Resource Development, Govt. Of India)
35, फिरोज शाह मार्ग, नई दिल्ली 110001 -
35, Feroze Shah Road, New Delhi- 110001
दूरभाष Phone : कार्यालय Off : 236046 -01162
Email : sectsection@gmail.com

F.6-2/2016(SCT)

Reminder-III

July, 2020

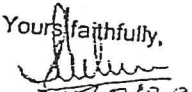
The Registrar,
Remaining Universities

Sub:- Regarding recommendations in Annual Report of O/o CCPwDs for year
2016-17 & 2017-18.

Sir/Madam,

In continuation to this office letter number dated 12.06.2020 and subsequent
reminder dated 22.06.2020 and dated, 29.6.2020 on the subject mentioned above
and to request you to furnish the point-wise Action Taken Report to this office
through email i.e. sectsection@gmail.com/chauhan.ugc@nic.in) as the Ministry of
HRD, New Delhi is pressing hard.

Yours faithfully,


(Dr.G.S. Chauhan)
Joint Secretary

Name of the University:-		
Action Taken Report on the Recommendations		
Year of the Annual Report	Recommendations	Action Taken by the University
2016-17	1. Setting up of the Department of Disability studies in Central/State Universities with a view to creating pool of academicians and rehabilitation professionals.	
	2. Separate sitting arrangement for Divyangjan on ground floor only with accessible approach in all competitive examinations by UPSC/SSC/CBSC and other academic programmes for Engineering and Professional Courses.	
2017-18	Website accessibility should be strengthened expedited.	

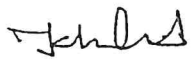
Registrar

To,
The Registrar
AMU Aligarh.
Sir,

-24-

With reference the mail dated- 15 July 2020, Wed., 5:33PM, " Regarding recommendations in Annual Report of O/o CCPwDs for the year 2016-17 & 2017-18" kindly find attach the updated status report for submission as per format provided.

Name of the University:- Aligarh Muslim University.		
Action Taken Report on the Recommendations		
Year of the Annual Report	Recommendations	Action Taken by the University
2016-17	1.Setting up of the Department of Disability studies in Central/State Universities with a view to creating pool of academician and rehabilitation professionals.	Under process
	2.Separate sitting arrangement for Divyangjan on ground floor only with accessible approach in all competitive examinations by UPSC/SSC/CBSC and other academic programmes for Engineering and Professional Courses.	Implemented as per guidelines/ Notification of Ministry of Social Justice and Empowerment.
2017-18	Website accessibility should be strengthened expedited.	Implemented. http://amu.ac.in/disability


(Prof. K.B.Y. Khan)
Coordinator

Reply through E-mail.

- ① Registrar. amu.
- ② S.C.T sectors @ gmail. com
- ③ Chauhan. Val @ nic. in

20.08.2020

40-25-

To,
Dr. G.S. Chauhan
Joint Secretary
MHRD, GOI.

Subject: Recommendation in Annual Report of O/o CCPWDs, for 2016-17 and 2017-18.

With reference to your reminder III, F.6-2/2016 (SCT), July 2020 with the subject cited above it is requested to kindly provide us the original letter issued prior to the reminder III by the Ministry for establishing a Department of Disabilities for creating a pool of academicians in PWD category.

Regards,



Prof. K. B. Y. Khan
(Coordinator)
Disability Unit A.M.U. Aligarh

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PROPOSAL FOR

[In reff. to UGC letter reminder-III F.6-2/2016(SCT), dated 15.07.2020]

Diploma in Prosthetics & Orthotics Disabilities And Postgraduate Diploma in Disability and Rehabilitation

(Syllabus, Norms, Regulations & Course Content)

Under

Center for Disability and Rehabilitation Studies

*(To be established with reff. to UGC letter reminder-III F.6-2/2016(SCT), dated
15.07.2020*



Aligarh Muslim University

(ii)

Proposal for Establishing a Center for Disability and Rehabilitation Studies

With reference to the reminder-III F.6-2/2016(SCT), dated 15.07.2020 received from UGC through MHRD . regarding implementation of recommendations in annual reports of 2016-2017 & 2017-2018 for "Setting up of the Department of Disability Studies in Central / State Universities" ,the Disability Unit Aligarh Muslim University submit the following;

Goals:

1. Renaming of the Disability Unit Aligarh Muslim University as "Center for Disability and Rehabilitation Studies"
2. The same shall be in accordance with the Nomenclature of the UGC/ MHRD and recommendations of annual report 2016-2017 & 2017-2018.
3. Implement the intended objectives of UGC/MHRD and Ministry of Social Justice and Empowerment to create a pool of academicians and rehabilitation professionals as " Voice of Disability"
4. Empowerment and integration of differently able people into main stream.

Objectives:

1. The Center for Disability and Rehabilitation Studies Shall offer psychological programs and extensive training in the area of interest and ability of the physically challenged person.
2. Imparting research in counselling techniques to enhance the therapeutic effectiveness.
3. Devising the practical frame work for physically challenged persons and their families from which it is easier to understand the adjustments to disability in their life. to understand the experience and the process of disability.

4. Training person with disability for their carrier planning, using proper language, advance instruments in collaboration with professional placement agencies.
5. The Center for Disability and Rehabilitation Studies shall devise plan to coordinate with International ADD programmes/ Partners and other state agencies for various developmental services and schemes offered through such agencies for the benefit of disabled persons.
- 6. The center shall contribute their services for UGC in establishing:
 - (a) National network of University centers for Excellence in development of disabilities Education, research and Services.
 - (b) Access to Integrated Employment.
7. The Center for Disability and Rehabilitation Studies shall procure small projects from Ministry of Social justice and welfare/ and other funding agencies, for short term technical/skill development programmes, to be executed in collaboration with technical Institutes and University Polytechnics.

Stage I

Available Infrastructure and Schemes for Physically Challenged

1. The Aligarh Muslim University is running a current disability Unit from a spacious building approximately 10000Sq ft with three spacious rooms of about 20x20 sqft.
2. The disability Unit has facilitated University in the implementation of the Ministry (PWD) guidelines-2016 to harmonize space standards for barrier free build environment for persons with Disability and elderly persons.
3. Most of the University buildings has been provided with Ramp and /or lifts as requirements and availability of space.
4. The disability Unit Aligarh Muslim University overlooks the need of more than 450 physically challenged students at various levels of studies in the University and as per standards set by ministry of Social justice and Empowerment.

5. For equal opportunities to PWD students, the disability Unit of Aligarh Muslim University with appropriate budgetary provisions is facilitating/ providing Aids and Appliance such as; wheel chairs, Angel Players, crutches, Sticks, Hearing Aids, Scientific Calculators, tricycles to all PWD students free of Cost.
6. The Unit is providing disabled girls Students a free transport facility within the campus and free transport with in 25Km of University, if— when required in emergency cases.
7. University is providing free food for all resident PWD students up to class XII and no Admission/Tuition/Hall / form fees is being charged from VH students.
8. University is maintaining a dedicated resident school for visually challenged students "Ahamdi School for Blinds".
9. Disability Unit of Aligarh Muslim University is maintaining a dedicated web Portal to coordinate the problems and activities related to PWD students.
10. Current Budgetary provision of disability Unit is about 20lack with a staff of 4 along with two honorary posts of Coordinator and Deputy Coordinator.

Stage-II : UPGADATION TO STUDY AND RESEARCH CENTER

In order to implement the intended objectives of UGC/MHRD and Ministry of Social Justice and Empowerment to create a pool of academicians and rehabilitation professionals, the disability Unit Aligarh Muslim University shall be Up-graded to a Study and Research Center. Further it is being proposed that with the minimum enhancement of budget and teaching staff the proposed Study and research center shall start at least two PG diplomas.

PREAMBLE

The Proposed Diploma students shall learn about diversity and disability and their integration into sustainability goals. They shall also study tools to monitor disability inclusion in society. For better governance and management of disability rehabilitation organizations, it is essential that the administrators and programme managers should have appropriate qualification, adequate management skills and technical skills in the field of disability rehabilitation as well.

It is now essential for all the professionals working in the field of rehabilitation to seek registration with the Rehabilitation Council of India. Even the Section 51 of PWD Act requires institutions to be registered with the competent authorities. It would be desirable for such institutions to have adequately qualified professionals at the management level. All persons managing disability rehabilitation programmes are also required to seek such registration as Rehabilitation Administrators. At present, there are hardly any programmes which impart recognized training at the post graduate level which will enable the persons to take over as qualified and registered Rehabilitation Administrators.

As the field of disability rehabilitation is growing at a fast pace, there will be an increasing demand for qualified Rehabilitation Managers. It is thus essential to evolve Post Graduate Diplomas to enable the existing Project Coordinators, Programme Managers and other such Rehabilitation Professionals and to undertake such training. On completion of such training, these persons would be able to seek registration with the RCI as Rehabilitation Managers. Such a course will also become an entry qualification for the persons willing to join the field of disability development as Rehabilitation Managers or in such other capacities.

PROPOSED COURSE NOMENCLATURES

1. Diploma in Prosthetic and Orthotic Disabilities (2years)
2. Postgraduate Diploma in Disability and Rehabilitation (1 year)

1. The Diploma in Prosthetic and Orthotic Disabilities - Prosthetic and Orthotic is a medico-engineering profession which deals with physically disabled, crippled and orthopedically handicapped persons. Patients who have lost a limb in an accident or have a genetic deformity or are crippled due to diseases like polio, encephalitis etc. are rehabilitated by providing artificial replacements such as calipers, splints or artificial limbs. Today this branch is well developed and uses the latest technology and materials for preparing artificial limbs. This professional job oriented course intends to establish technical knowhow among disabled students to establish themselves among equals.

2. The PG Diploma in Disability and Rehabilitation focuses on strengthening and deepening knowledge and theoretical understanding of disability and rehabilitation, with the aim of promoting the development of current thinking, response and practice in disability and rehabilitation studies. In addition, it facilitates in-depth, advanced reflection on the latest international and national instruments and policies for disability, rehabilitation and health, as well as other social-related policies: how these instruments and policies affect disability and rehabilitation practitioners in their scope of work, and how such practitioners can develop sustainable disability and rehabilitation models of best practice to effectively respond to national needs in this regard.

Stage III : Allocation of Funds

Plan Post Requirements		Plan posts	Approx. Budget Expenses per Year	
Professor/ Director		01(Reserved)	200000x12	24Lac
Associate Professor (Technical)		01	150000x12	18Lac
Assistant Professor (Management)		01	100000x12	12Lac
Assistant Professors (Social /Rehabilitation Science)		01 (Reserved)	100000x12	12Lac
Counselor/ Instructor		01(Reserved)	60000x12	7.2Lac
Office Staff		01	45000x12	5.4Lac
MTS		01	20000x12	2.4Lac
Visiting Faculty Required				
		Medical Rehabilitation	25000x12	2.6Lac
		Financial management	25000x12	2.6Lac
		Legal and Labour Laws	25000x12	2.6Lac
		Technical/Vocational	25000x12	2.6Lac
Miscellaneous		Office and other recurring expenses	500000	5Lac
Total Recurring Expenses per Year			96.4 lacs	
NON Recurring Expenses				
Infrastructure	Up gradation /Repair of building and 3 rooms as per classroom standards, advance laboratory software and other disability hardware's etc		50,00000	
Recurring Budget		Non recurring Budget	Total Budget	
96.4 Lacs		50,00000	146.4 lacs	

Diploma in Prosthetics & Orthotics Disabilities

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Appendix-I

(Syllabus, Norms, Regulations & Course Content)



Center for Disability and Rehabilitation Studies
*(To be established with reff. to UGC letter reminder-III F.6-2/2016(SCT), dated
15.07.2020*

Aligarh Muslim University
Aligarh-202001
2020

Academic Ordinances

- 1.1. Nomenclature: Diploma in Prosthetics & Orthotic Disabilities
- 1.2. Entry requirements for Diploma in Prosthetics & Orthotics Disabilities
- (a) Pass in the Higher Secondary Examination (10+2) in science subject, viz Physics, Chemistry, Biology and/or Mathematics.
 - OR
 - (b) Pass in the final diploma examinations conducted by the Board of Technical Education of the State Govt. in Mechanical, Electrical/ or Electronics Engineering are also eligible.

A minimum of 50% marks in each of the core subject will be required for admission to the course. In the case of reserved category, this may be relaxed to 45%.

- 1.3. Duration of the course: The course duration is two Years
- 1.4 Admission Procedure: Written test comprising of 200 question
- 1.5 Intake Capacity: 20
- 1.6 Medium of Instructions: English
- 1.7 Teacher Student ratio: 1:10
- 1.8 Minimum Attendance required: As per University rules

Technical Staff Requirements

Recommended Technical Staff pattern for conducting two Years Diploma Course in Prosthetic / Orthotics. (Student Teacher Ratio 1 : 10)

- 1. Demonstrator in Prosthetics / Orthotics..... 01
- 2. Instructors in Surgical shoes / Leather work.....02
- 3. Visiting Faculty
 - 1. Technical Drawing
 - 2. Rehabilitation Psychology
 - 3. Anatomy & Physiology
 - 4. Pathology
 - 5. Orthopaedic
 - 6. Amputation Surgery
 - 7. Workshop Technology materials tools. and equipment

Space and other Facilities

- a. Two lecture halls
- b. Conference Room
- c. One fitting rooms / Gait training room
- d. One measurement room
- e. One plaster cast / modification
- g. One prosthetic laboratory
- h. One orthotic laboratory
- i. One leather shop and surgical shoes section
- j. One office room
- k. One faculty room

- m. One Assessment room
- o. One store room
- p. One waiting hall for patients
- One library room

The above space requirements needed for prosthetic/orthotic training only. Space requirements for hospital treatment physio/occupational therapy and allied departments for rehabilitation and exhibits of models are not included.

Library Facilities

A well-equipped library consisting the students textbooks on Prosthetics, Orthotics, Rehabilitation Medicine, Physiotherapy, Occupational Therapy, Bio-mechanics, Bio-engineering, Bio-electric, electrical, mechanical, electronics, plastics, leather and basic subjects like anatomy, physiology, biology, mathematics, pathology, orthopedics, amputation surgery, medical dictionary etc. is required for the Institutions which teaches Prosthetics and Orthotics.

A collection of anatomical, physiological charts, articular and disarticular skeleton, audio & visual aids like slides, video films etc. are needed. Audio / Video equipments like slide projector, 16 mm sound projector, overhead projector / LCD projector, epaediastroscope are also required for use as teaching aids.

a Periodicals and journals on prosthetics, orthotics, Rehabilitation Medicine, Bio-engineering etc. are to be kept in the library. (A list of books and periodicals and journals are enclosed in Appendix-1).

3. Examinations

A. Admission Process

Selection will be made strictly on merit on the following basis: -

- a. Percentage of marks (average) in core subjects at the minimum entry qualifying examinations.
- b. Percentage of marks in assessment test.

B. Final Evaluation

Examinations in theory / practical will be conducted at the end of each term. Besides, this internal assessment will be made on the candidate's individual performance in project work, group performance, acquisition of knowledge, skill and aptitude for the rehabilitation, educational and management work. Separate marks will be set apart for this internal assessment and will be taken into account in the final evaluation of the candidate for successful completion of the course.

Pass marks: aggregate 50% and minimum of 40% in each subject in the final examination which will be conducted by the Examination Board. First Class: 60% and Second Class: 50%.

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Course Outline

a. Study hours available (Approx.)

1st Year

S.No.	Subject	Theory	Practical hrs.	INT	EXT
Paper 1.	Life/Basic Science	100		60	40
Paper 2.	Workshop Technology & Practice.	100		60	40
Paper 3.	Applied Mechanics & Strength of Material Bioelectricity	100		60	40
Paper 4.	Orthopedics	100		60	40
Paper 5.	Understanding Disability	100		60	40
Paper 6.	Yoga and Cultural Synthesis & value Education	100	100	60	40
Total		600	100	360	240

2nd Year

S. No.	Subject	Th	P	Exam Marks	
				Internal	External
Paper 7	Introduction to Rehab Psychology, Workshop Administration	100		60	40
Paper 8	Kinesiology & Bio-Mechanics	100	100	60	40
Paper 9	Spinal Orthotic	100	100	60	40
Paper 10	Yoga and mental Health	100	100	60	40
Paper 11	Case Project, Educational tour Report		200	160	40
Total		400	500	400	200

Detailed Syllabus
Paper-I Life/Basic Science

S. No.	Topic Breakdown	Theory (Hrs.)	Lab / Field works (Hrs)
1.	Introduction to human body terminology used.	2 Hrs.	-
2.	The skeleton classification of bones, terms used in describing bones	5 Hrs.	3 Hrs.
3.	The skull	1 Hrs.	1 Hrs.
4.	The Thorax	1 Hrs.	1 Hrs.
5.	The Vertebral Coloumn	2 Hrs.	1 Hrs.
6.	The Pelvic girdle	1 Hrs.	1 Hrs.
7.	The skeleton of upper Limb Scapula, Humerus, Ulna, Radius, Bones of wrist & hands	2 Hrs.	-
8.	The skeleton of Lower Extremity. The innominate bone, femur, Patella, Tibia, Febula Bones of the foot.	4 Hrs.	-
9.	The Joint of the Skeleton classification & Types	2 Hrs.	-
10.	Joints of Upper Extremity	1 Hrs.	1 Hrs.
11.	Joints of Lower Extremity. Knee, Ankle & Joints of the foot.	4 Hrs.	1 Hrs.
12.	Myeology - the muscle of the skeleton. Name of Muscles & their derivation.	3 Hrs.	1 Hrs.
13.	Muscle of the head & face- Position, attachments. action & nerve supply	3 Hrs.	1 Hrs.
14.	Muscle of the neck. Position, attachments, action & nerve supply.	3 Hrs.	1 Hrs.
15.	Muscle of the Chest- Position, attachments, action & nerve supply	3 Hrs.	1 Hrs.
16.	Muscles of the Back - Position, attachments, action & nerve supply	4 Hrs.	2 Hrs.
17.	Abdominal muscles- Position, attachments, action & nerve supply	3 Hrs.	2 Hrs.

18.	Muscle of the Upper Extremity- Position, attachments, action & nerve supply	7 Hrs.	3 Hrs.
19.	Muscles of the Lower Extremity- Position, attachments, action & nerve supply	7 Hrs.	3 Hrs.
20	Anatomical regions formation & contents of Axilla, anticubital fossa, anterior & posterior triangle of neck, femoral triangle, popliteal space	2 Hrs.	2 Hrs.
21	Living anatomy-- recognition of structure in living body by inspection & palpation.	2 Hrs.	2 Hrs.
22.	Ability to replace the surface of the living body, the position of the chief structures	-	3 Hrs.
Total		62 Hrs.	30 Hrs.

Reference Books

1. Gray's Anatomy
2. Gate's Primary Anatomy
3. Anatomy & Physiology for Nurses By V.E. Pearce

Notes

1. Each topic should be taught with Articular skeleton and disarticulated bones- charts also can be used.
2. Manuals for study to be prepared and given to students.
3. For field work, the students are to be taken to Anatomy Department of a Medical College for visit and demonstration to be given.

Paper II
Workshop Technology & Practice

S. No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Introduction to workshop technology	1 Hrs.	-
2.	Bench work-bench vice, leg vice, hand vice, hammers of different types. Files of various types. Chisels, Scrappers & their uses. Hack saws, wrenches, surface plate, angle plate, V-block Centre Punches, dividers & trammels, feeler & surface gauges, etc.	5 Hrs.	5 Hrs.
3.	Measuring Tools – scales & tapes, calipers, Micrometer, Vernier calipers, gauges, plug gauges, dial gauges, vernier protractors sine bars, indicators.	6 Hrs.	4 Hrs.
4.	Fundamentals of rivetting soldering, brazing and welding.	2 Hrs.	2 Hrs.
5.	Forging (blacksmithy) -the forge & tools used in smithy & forging processes.	2 Hrs.	
6.	Drilling-Machine operation, tools holding devices, types of drill, reamers and uses, cutting internal- external threads, by using taps and dies, counter sinking, counter boring.	5 Hrs.	2 Hrs.
7.	Lathe work-parts of centre lathe and their uses, turning of centre, taper turning screw cutting in lathe, cutting tools used in lathe, tools speed, feed and depth of cut.	5 Hrs.	5 Hrs.
8.	Milling types of milling machines, Milling cutter, Up-cut & cone cut milling dividing head, set-up and operation on milling machine	5 Hrs.	5 Hrs.
9.	Shaping – Shaping machine and their use.	2 Hrs.	2 Hrs.
10.	Grinding – The grinding wheels, abrasives, wheel bonds, grit & grade, wheel structure, shape, selection, hand grinders, speed & feed, types of grinding & different types of grinding machines.	5 Hrs.	5 Hrs.
11.	Finishing process polishing, buffing, electroplating, copper, nickel and chromium.	5 Hrs.	5 Hrs.
12.	Material & Tools used in Prosthetics & Orthotics: - a. Rubber- different types uses, density, resilience, utility in prosthetic & Orthotics	10 Hrs	
	b. Plastics-types, strength impregnation, lamination colouring & utility:	5 Hrs.	5 Hrs.

	c. Ferrous metals – Steel variety & uses	4 Hrs.	-
	d. Non-ferrous metals and alloys, aluminum, various suitability.	6 Hrs.	-
	e. Fabrics	2 Hrs.	2 Hrs.
	f. Leather	4 Hrs.	1 Hrs.
	g. Plaster of Paris	3 Hrs.	2 Hrs.
	h. Adhesive & Fasteners	3 Hrs.	2 Hrs.
	i. Special tools & equipments used in prosthetic & orthotic work	8 Hrs.	3 Hrs.
	Total	96 Hrs.	57 Hrs.

Notes: - 1. Lecture should follow by demonstration of use of tools and equipments.

2. Students should be taken to an I.T.I / Polytechnic / Engineering College to see the different machinery, equipments and their actual uses in engineering workshop practice.

Reference Books: -

1. Tools & Materials for Prosthetists
2. Tools & Materials for Orthotists N.Y.U. Publication
3. Workshop Technology & Practice – By Chapman.

Paper III

Applied Mechanics & Strength of Material & Electronics & Bio-Electricity

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Simple stress & strains Definition of stress and strains, factor of safety, safe stress, modulus of elasticity, longitudinal strain and lateral strains, Poisson's ratio, etc. -	10 Hrs.	3 Hrs.
2.	Geometric properties of sections Definition of moment inertia & radius of gyration of a solid body. Definition of centroid, moment of inertia of sections. determining of centroid of 'L' section,	3 Hrs.	1 Hrs.
3.	Shear Stress & Bending moments Classification of beams. types of loads, definition of shear force & bending moment of a loaded beam	5 Hrs.	2 Hrs.
5.	Torsion Definition of torsion, angle of twist, polar moment of inertia etc. assumption made in torsion,	3 Hrs.	1 Hrs.
6.	Springs Types of springs, uses of various springs, development of formulae for stiffness & deflection of closely coiled helical springs - simple problems.	3 Hrs.	1 Hrs.
7.	Riveted Joints Types of riveted joints. strength of joints,	3 Hrs.	2 Hrs.
9.	Friction Principles of friction - co-efficient of, definition of static & dynamic friction, laws of static friction, least force required to drag a body on horizontal plane. angle of repose frictional force on inclined plane simple problems.	8 Hrs.	1 Hrs.
	Total	98 Hrs.	16 Hrs.

Electronics & Bio-Electricity

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Fundamental of Electricity Ohm's Law. Resistance in Parallel & series AC + DC resistance capacitance. impedance-power, power factor, transformers, meters	3 Hrs.	10 Hrs.
2.	Elements of Electronics Vacuum tubes, Diode, Electrode, Tetrode, Pentode, Electrification, valve as rectifier valve as amplifier semi-conductors, integrated circuit, computers.	6Hrs.	14 Hrs.
3.	Bio-Electricity Biological potentials, muscle action potentials, electromyography, myoelectricity control of artificial arms, Bio-cybernetics.	5 Hrs.	14 Hrs.
Total		69 Hrs.	38 Hrs.

Reference Books: -

1. Biological & Medical Electronics by Ralph. W. Stach, Ph.D. London.
2. Bio-electricity by E.E. Sveik / Ling D.E.E.

Notes: - The students should be made to do the following & experiments each of 6 hours approx.

1. Calibration of finer & long type potentiometers.
2. Rigging up and calibration of electrogoniometers.
3. Rigging up and calibration of wire strain gauge transducers.
4. Study and use of low-level preamplifiers with oscilloscope to record muscles potential.
5. Study and use of electro-myographic equipment to record muscle potential.
6. Study and use of stimulators.
7. Study and use of myoelectric arms.
8. Study and use of EEG equipments for Kinesiological studies.

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Paper- IV
Orthopaedics,

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Introduction to Orthopaedics	1 Hrs.	-
2.	Principles of Orthopaedics	-	-
3.	Congenital deformities	2 Hrs	-
4.	Diseases of Nervous System	2 Hrs.	-
5.	Poliomyelitis	2 Hrs.	-
6.	Obstetrical paralysis	1 Hrs.	-
7.	CP	2 Hrs.	-
8.	Hemiplegia	1 Hrs.	-
9.	Paraplegia	2 Hrs.	-
10.	Pyogenic infection	1 Hrs.	-
11.	Tuberculosis	2 Hrs.	-
12.	Leprosy	2 Hrs.	-
13.	Chronic arthritis	2 Hrs.	-
14.	Rheumatoid arthritis	2 Hrs.	-
15.	Osteoarthritis	2 Hrs.	-
16.	Neuropathic arthritis	2 Hrs.	-
17.	Metabolic diseases	2 Hrs.	-
18.	Rickets	2 Hrs.	-
19.	Avitaminosis	1 Hrs.	-
21.	Bone tumours	3 hrs.	-
22.	Trauma	2 Hrs.	-
23.	Fractures upper extremity	2 Hrs.	-
24.	Fracture lower extremity	2 Hrs.	-
25.	Spine fractures and dislocation	3 Hrs.	-
Total		66 hrs.	3 Hrs.

Reference Book: - Outline of Orthopaedic by Adams

Note: - Demonstration should be made with case as far as possible. Visual aids should be shown with each lecture.

Amputation

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field works (Hrs)
1.	Introduction to amputation surgery – indications	1 Hrs.	-
2.	Principles of amputation, types, techniques.	2 Hrs.	-
3.	Amputation in children (Upper & Lower Extremity)	2 Hrs.	-
4.	Amputation in adults (Upper extremity) and its complications (various levels)	2 Hrs.	-
5.	Amputation in lower extremity & its complications (various levels)	2 Hrs.	-
6.	Postoperative care of the stump properties of good stump.	2 Hrs.	-
7.	Examination & prescription	1 Hrs.	-
8.	Stump dermatology	2 Hrs.	-
9.	Common skin diseases and their management		-
10.	Care of Stump	1 Hrs.	-
11.	Latest techniques of amputation Myodesis – Myoplasty	2 Hrs.	-
Total		32 Hrs.	6 hrs.

Notes: -

1. Topics should be covered in a simple manner to the required extent of knowledge required by a Prosthetist.
2. Presentation of cases, charts, slides and other mode of teaching aids are required for demonstration to students.
3. Student may be taken to an operation theatre for observation of performance of any one amputation surgery.

PAPER V: UNDERSTANDING DISABILITY

1. History of Disability & Rehabilitation and changing scenario.

2. Defining Disability

- a. Definitions as provided in PWD Act/ National Trust Act
- b. Understanding Terminologies - Disease, Impairment, Functional Limitation and Disability
- c. Disability evaluation and certification, importance, need and procedures

3. Causes of Disability

- a. Classification of major causes
- b. Trends in causes of concepts

c. Etiology of disabilities as defined in the Acts-

¾ Etiology of locomotor disabilities with special emphasis on Polio, SCI, Myopathy, CVA, Amputation, Congenital limb deformity, Spinal deformity, Arthritic condition leading to disability.

¾ Etiology of visual disability with emphasis on Cataract, Glucoma, Corneal ulcer/ Opacity, Xerophthalmia, Retinal detachment

¾ Etiology of speech & hearing disability with emphasis on aphasia, dysarthria, cleft palat, conductive impairments, sensorinural impairment.

¾ Etiology of mental retardation with emphasis on Down's syndrome, Autism etc.

¾ Etiology of mental illness with emphasis on psychosis, neurosis, delusion, hallucination, illusion

¾ Leprosy cured

4. Geriatric Care & Cure- Emphasis on common problems

5. Occupational Health

6. Prevention of disabilities

- a. Strategies of Prevention
- b. Various National Programs

7. The magnitude of disability

- a. Onset of disability

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b. Prevalence of disability c.
Incidence of disability

nographic details of the disability

a. Various studies, views and publication on population of the persons with disabilities in India

b. Demographic pattern of PWD's

f Geographic distribution

f Gender-wise distribution

f Age-wise distribution

Summary of the findings of the National Sample Survey (2002) as well as
population Census 2001

Changing demographic patterns

Paper VI

Yoga and Cultural Synthesis & Value Education : 100 Marks

A. Yoga and Cultural Synthesis :

- o Defination of culture: A brief survey of different cultures. Religion and Culture-Relation between Culture and Yoga.
- o The Indian Culture-Vedic Religion-Upanishadic Thought
- o Six systems of Indian Philosophy, Schools of Vedanta
- o The Mahabharata-The Bhagwad Gita-The Ramayana-Puranas, Tantras Shaivism, Vaishnavism
- o Buddhism and Jainism
- o Islam-Sufism-Christianity-Avesta and Iranian Religion
- o Yoga as the basis of Culture and Humanitarianism.

B. Yoga and Value Education : 40 Marks

- o Meaning of Value :
 - The basic understanding of the concept.
 - Classification of Values.
 - Significance of Values in Life.
- o Value Education :
 - Meaning of Value Education.
 - Objectives of Value Education.
- o Content of Value Education :
 - Spiritual Values
 - Personal Values
 - Social Values
 - National Values
 - Yogic Values
- o Methods of Value Education :
 - The topics will be covered with special reference to yoga in general

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nd
2 Year
Paper VII
P.M.R. & Introduction to Rehabilitation & Psychology & Workshop
Administration & Management (182 Hours)
P.M.R. (83 Hours)

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Introduction to Physical Medicine & Rehabilitation.	1 Hrs.	-
2.	Muscle charting	3 Hrs.	8 Hrs.
3.	Electro-therapy	2 Hrs.	6 Hrs.
4.	Hydro-therapy	1 Hrs.	1 Hrs.
5.	Application of the above topics in management of disabling conditions	2 Hrs.	2 Hrs.
6.	Neuro-muscular diseases type and management	4 Hrs.	2 Hrs.
7.	Arthritis, types and management	2 Hrs.	2 Hrs.
8.	Crutches & uses, different mobility and assistive devices	6 Hrs.	2 Hrs.
9.	Bandaging of stumps, BK/AK etc. Knees, Elbows, Hands, Wrists and Ankles.	2 Hrs.	4 Hrs.
10.	Gait training & analysis of patients fitted with orthoses & prostheses	6 Hrs.	6 Hrs.
11.	Prescription of appliances.	1 Hrs.	-
Total		50 Hrs.	33 Hrs.

Introduction to the Course, Rehabilitation & Psychological Aspects (29 Hours)

S. N.	Topic breakdown	Lecture theory (hrs.)	Lab. Practical field work
1.	Introduction to the subject		3 hrs.
2.	Visit to various department, of the institution.		
3.	General idea & definition of prosthetics / orthotics		
4.	Function of different sections / departments of the institute		
5.	Rehabilitation a. Concept of Rehabilitation b. Total Rehabilitation c. Rehabilitation team and role of each member of the team.		3 hrs.
6.	Psychology of disabled a. Goals & methods of scientific psychology		1 hrs
	b. Normal personality, normal growth & development c. Heredity d. Maturation		3 hrs
	e. Environment & Learning factors in intellectual & Social Development.		4 Hrs.
	f. Psychometry g. Testing & motivation		2 Hrs.
	h. Emotional life of the disabled & psychological assessment	2 Hrs.	2 Hrs.
	i. Counselling	2 Hrs.	
7.	Social & Vocational Aspects		

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a. Disability & social effects b. Home environment of disabled	2 hrs	
CBR – concept and application	3	
c. Attitude of the society d. Vocational problems	2 hrs.	
e. Vocational assessment	1hrs.	2 hrs.
f. Vocational counselling and guidance	1 hrs.	
g. Follow up	1 hrs.	
	25hrs.	4 hrs.

- Notes: - 1. Lectures should be given along with teaching aids like slides, charts etc.
2. Notes / Précis on the subjects to be given.
3. Demonstration on patients should be shown first and students should independently do the assessment later on patients.

Reference Books

1. Psychology by Munn N.L.
2. Development Psychology - by Hurlock E.B.
3. Child Development - do -
4. Rehabilitation Medicine - by Howard A. Rusk
5. Rehabilitation Medicine - by P.J.R. Nicholas
6. Workshop for the disabled - by Chownard E.L. & Gay
7. Psychology Testing - by Anastasi A.
8. Abnormal Psychology - by Brown
9. Educational Psychology - by Grow & Grow.

Journal: -

1. Journal of Rehabilitation in Asia Published by Indian Society for Rehabilitation of Handicapped.

Workshop Administration & Management (70 Hours)

S.No	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Workshop administrative and management structure	2 Hrs.	-
5.	Foremanship & Duties of forman & qualities of forman	2 Hrs.	-
6.	Store & Store Organisation Purpose of store keeping, store location, layout of stores, systems of location of materials, methods of storing Biocard, Indent of stores material returned, Accounting of stores, registers, advantages of good stores keeping.	6 Hrs.	-
7.	Purchase procedures Functions of purchase department, methods of purchasing, purchase procedures.	3 Hrs.	-
8.	Cost Accounting Closing of job cards and work orders	3 Hrs.	-
9.	Accident Hazards and Industrial Safety Introduction to safety and management function, basic principles of accident prevention, Physical and Psychological factors in safety, occupational hygiene and health, safety in engineering & industry safety in prosthetic & orthotic workshop	3 Hrs.	2 Hrs.
10.	First Aid Wounds, antiseptics, bandages, splints, and their practical uses, care of injured cares	6 Hrs.	3 Hrs.
	Practical demonstration of handling the casualties of various types.	-	3 Hrs.
	Artificial respiration, practical demonstration	1 Hrs.	1 Hrs.
	Practical demonstration or external cardiac message.	-	1 Hrs.
	Transportation of Casualties	1	1
	Total	55 Hrs.	15 Hrs.

-5/-

Paper VIII

Kinesiology & Bio-mechanics (84 Hours)

S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.	Definition of Kinesiology & Bio-mechanics	2 Hrs.	-
4.	Definition of Kinetics & Kinematics	1 Hrs.	1 Hr.
5.	Centre of gravity of human body.	1 Hrs.	1 Hrs.
6.	Segment masses & the density of parts.	1 Hrs.	1 Hrs.
8.	Segment of centres of gravity	1 Hrs.	1 Hrs.
9.	human movements & its significance	2 Hrs.	1 Hrs.
10.	Forms of human movement their characteristics & factors affecting them.		1 Hrs.
11.	Analysis of movement.	2 Hrs.	1 Hrs.
12.	Body links and motion of parts.	1 Hrs.	1 Hrs.
13.	Closed chain systems.	1 Hrs.	-
14.	Open chain system.	1 Hrs.	-
15.	Four bar mechanism.	1 Hrs.	-
16.	Measurement of joint motion.	2 Hrs.	1 Hrs.
17.	Electrogonio-metric method	2 Hrs.	1 Hrs.
18.	Mechanics of the spine	2 Hrs.	1 Hrs.
19.	Lumbar discometry	1 Hrs.	1 Hrs.
20.	Human Locomotion	3 Hrs.	2 Hrs.
21.	Bio-mechanics of lower extremity	2 Hrs.	1 Hr.
22.	Bio-mechanics of upper extremity	2 Hrs.	1 Hr.
22.	Gait analysis	3 Hrs.	2 Hrs.
23.	Bio-mechanics of squatting	2 Hrs.	-
24.	Total	64 Hrs.	20 Hrs.

Note: -The Bio-mechanics of various types of prosthesis and orthosis are included in the syllabus of the respective subjects in subsequent semesters.

Paper IX -Spinal Orthotic (216 Hours)

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S.No.	Topic Breakdown	Theory (Hrs.)	Lab / Field work (Hrs)
1.		(a) Medical	
(i)	Surface of anatomy of trunk	2 Hrs.	-
(ii)	The Physiological basis of Orthotic methods	2 Hrs.	-
(iii)	Orthotic treatment of lumbar & thoracic conditions	10 Hrs.	50 Hrs.
(iv)	Orthotic treatment of cervical condition	6 Hrs.	42 Hrs.
(v)	Spinal Orthotic prescription	2 Hrs.	2 Hrs.
(vi)	The M.W. brace, exercises for users of M.W. Braces. Boston brace.	8Hrs.	54 Hrs.
2		(b) Technical	
(i)	Components of spinal braces.	4 Hrs.	8 Hrs.
(ii)	Bio-mechanics of the spine	3 Hrs.	-
3.	Study of publications for up to date information on orthotics (Spine)	1 Hrs.	10 Hrs.
Total		50 Hrs.	166 Hrs.

Reference Books: -

1. Fundamental principles and treatment of scoliosis - American Academy of Ortho. Surgeon.
2. Spinal Orthotics - N.Y. University
3. Non-operative treatment of scoliosis, with M.W. Brace - by Walter P. Blount
M. D. and JoH. Moe.
M.D.
4. Manual of Upper Extremity Prosthesis - by William R.

Santchi Dept of Engg,
VCLA

Yoga and Mental Health :

Theoretical understanding of yoga and Modern Psychology - Mental Health (its meaning, determinants and applications). The Yogic concept of "Swasthya"- Concept and models of Normality in Yoga and Modern Psychology - Concept of psychosomatic disorders as indicated in Patanjala Yoga Sutraś - Modern theories of personality - Indian approach to personality and personality integration - Personal and interpersonal adjustment through yogic mehtods - Role of Yamas, Niyamas, Asana, Pranayama and Dhyana in attitude change and attitude formation for a total personality integration - Stress Management : Modern and Yogic perspectives - Tackling ill-effects of Frustration, Anxiety and Conflict through modern and Yogic methods - Patanjali's concepts of Samapattis, Dharana, Dhyana, Samadhi and Samyama : a psychological perspective

Prayer as cross cultural approach to mento-spiritual development

Yogic Therapy Through Traditional Understanding

Asanas

Pranayama

Kriyas

Bandhas and Mudras

Yogic Therapy

Yogic Therapy Through Modern Understanding

General Metabolism and Dietetics

Homeostasis

Methodology : Understanding Diseases of Patients

History and Examination

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Topic- XI
Clinical Meeting / Case Conference, Educational Tour & Dissertation (208 Hours)
Clinical Meeting / Case Conference (70 Hours)

S.No	Topic Breakdown	Theory (Hrs.)	Lab / Field works (Hrs)
1.	Clinical observation	1 Hrs.	-
2.	Presentation of orthotic fitment cases (lower Ext)	1 Hrs.	16 Hrs.
3.	Presentation of Orthotic fitment cases (upper and spinal)	1 Hrs.	16 Hrs.
4.	Presentation of Lower Extremity Prosthetic cases	1 Hrs.	14 Hrs.
5.	Presentation of Upper Extremity. Prosthetic cases	1 Hrs.	14 Hrs.
Total		10 Hrs.	60 Hrs.

Visit to Manufacturing Units & Other Rehabilitation Centres in the Field of P & O (42 Hours)

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Appendix- I
List of Books in Prosthetics & Orthotic
I. Lower Extremity Prosthetics

S.No.	Title	Author / Publisher
1.	Lower Extremity Prosthetics (1973)	New York University
2.	The immediate post – operative Prosthesis in L.E. Amputation	Andrew C. Ruoff & Others.
3.	Contribution of L.E. Prosthetics Programme	Edmund M.
4.	Aircushion Socket for Petellay-Tendon Bearing B.K. Prosthesis	L.A. Willson, E. Iyquist and C. Radcliffe.
5.	B.K. Soft socket plastic leg	
6.	Fitting alignment & fabrication of a B.K. Prosthesis	L.F. Iulicucci
7.	Direct Forming of B.K.. P.T. B. Socket with tools & materials.	Antony Stros & H.R. Gardner
8.	Bio-mechanics of B.K. Prosthesis	New York University PG Medical Schools
9.	Education programme on fluid	William M. Bennstock

Controlling Mechanism for AK Prosthesis		
10.	The swing phase of Walking with A.K. Prosthesis	V.A. Prosthetic Centre
11.	A.K. Prosthetic: Impression duplication of the Socket	E.F. Murphy (BPR Spring 1964)
12.	A New German Method of aligning A.K. Prosthesis	A.P. Gruman
13.	Adjustable Brim Fitting of above knee (AK) Amputees	J. Froot
14.	A flexible casting Brim Technique for A.K. Socket	Sidney Fishman & others
15.	Elements of training with much SNS – System A.K. Amputees	E.A. Lewis
16.	Use of temporary Prosthesis & Adjustable walking Jig.	C.F. Mealler
17.	A.K. Prosthesis Socket Shape related to Anatomy of Hip & Thigh	Univeristy of California

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18.	Functional Consideration in the Fitting of A.K. Prosthesis	C.W. Radcliffe
19.	Above Knee Amputation - Prosthetic Principles & Practice	Zame Grim
20.	Self Energised Power System for A.K. Prosthesis	R. Seliktaw
21.	Problems in the fitting & Services of Prosthetic devices for A.K. Amputees	Arun Setm
22.	B.K. & A.K. Prosthesis	National Academy of Science
II. Upper Extremity Prosthetics		
1.	Upper Extremity Prosthetics	Veteran Adma. N.Y.
2.	Upper Extremity Prosthetics.	North Western University Medical Sector - I
3.	Upper Extremity Prosthetic for Prosthetists	-do
4.	Manipulator & U.E. Prosthetics	National Academy of Science
5.	The use of Low fiction Housing Liner in U.E. Prosthesis	F. Sammons
6.	Cine Plastic Above- Elbow Prosthesis	Thomas J. Caray
7.	Manual of Upper Extremity Prosthetics	William R. Santshi Edn.
8.	How to fit Robin Aids partial hand Prosthesis	Miles H. Anderson.
9.	Evaluation of the Heidelberg Pneumatic prosthesis	Luigi Lucaccini & Other
10.	Clinical Evaluation of External Rowered Upper Limb Prosthesis	Carol A. Ross.

III. General Prosthesis		
1.	Materials & Tools for Prosthesis	
2.	Maintenance & Care of the Prosthesis	C. A. Hannelsseg.
3.	Principles in Prosthetic Management for Multiple Handicapped	E.F. Murphy
4.	April Hook Training Lessons	Sierra Engineering
5.	A Hemipel tectomy Prosthesis	Fred Hampton

6.	The Limb Deficient Child	Berton Blake
7.	Report of the U.N. Inter-regional seminar on Training Prosthetists	United Nations
8.	Limb Prosthetics - 72	A. Benitoo Wilson
9.	Prosthetics	World Veteran Federat
10.	Muscles Skeletal System	E.F. Murphy
11.	Deigning to Meet the Challenges in Prosthetics	E.F. Murphy
12.	Hip Disarticulation Prosthesis	C.A. Melancik
13.	The Canadian type of Hip Disarticulation Prosthesis	J.Froot
14.	Casting Hemipelctomy & Hip Disarticulation Prosthesis	V.A. Prosthetic Centre
15.	Evaluation of Total Hip Replacement	D.A. Mc. Grouther.
IV. Lower Extremity Orthotics		
1.	Lower Limb Orthotics Conventional	University of Strathclyde.
2.	Use of External support in the treatment of Low Back Pain.	
3.	Selected Lower Limb Anomalico	Goorgo T. Aitken
4.	Workshop Panel on L.E. Orthotics	R.D. Keagy & Orther
5.	Powered Lower Limb Orthotics in Paraplegia	J. Hughoo

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V- Upper Extremity Orthotics

1.	Development of Externally powered Upper Extremity orthotics	Bayior University
2.	The strength of hand	A.B. Samson & Orther
3.	Clinical Evaluation of the Engen	Hecter M.Kag
4.		Hand Splint
5.	Development of U.E. Orthotics	T.J Engen
6.		Lumbo-sacral support

VI -Miscellaneous Orthotics

1.	Spinal Orthotics	Rehabilitation Services Administration
2.	Materials & Tools for Orthotics	American Orthotic & Prosthetic Association
3.	Orthotic Services USA	AO & PA
4.	Orthopedic Appliances Atlas	AAOS
5.	The Red Book of Anatomical Support	AAOS
6.	Principles of fracture fixation	Charles O. Bechtul
7.	Orthopedic Corset & Bolts	Veteran Administration
8.	Congenital Limb Deficiency	Charles A. Frank
9.	Orthotic Research & Development	By R.O. Rattily, National Academy of Science
10.	Orthotic Systems & Research	R.N. Scott
11.	The Advance in Orthotics	George Murdon, ED.
12.	Atlas of Orthotics: Bio-Mechanical Principles & Application	Anerical Academy of Ortho. Surgeons.
13.	Orthotic Etcetera	John. E. Redford University
14.	Course on Orthotics	North Western University Medical School
15.	Orthotic Prescription	W.H. Handerson.

The following are important publications on Prosthetic and Orthotic and enquires may kindly be made to them to get the latest catalogues for procurement of books.

1. American Academy of Orthotists & Prosthetists, 717, Pendleton Street, Alexandria - VA 22314.
2. American Orthotic & Prosthetic Association, 717, Pendleton, Street, Alexandria-VA 22314.
3. The Superintendent of Document, US Govt. Printing office, Washington, DC 20402 USA.
4. Prosthetic & Orthotics, New York University P.G. Medical School 317, East 34th Street, New York 10016.
5. National Academy of Science, 2101 Construction Avenue, Washington, DC 20418.

Important Journals dealing in Prosthetics and Orthotics.

S. No.	Title	Editor & Publisher
1.	Journal of Prosthetic and Orthotic International	International Society for Prosthetics and Orthotics. Secretariat: ISPO, Borgervaenge - 5, 2100 Copenhagen.
Denmark		
2.	Clinical Prosthetics and Orthotics	American Academy of Orthotists & Prosthetists, 717 Pendleton Street, Alexandria VA-22314.
3.	Orthotic and Prosthetics	American Orthotic & Prosthetic Association, 717, Pendleton Street Alexandria, Virginia-22314
4.	Inter Clinic Information	Prosthetics & Orthotics, NY University, P.G. Medical School 317, East 34 th Street, New York-10016
5.	The Journal of Rehabilitation in Asia	Editor. W.G. Rama Rao, Hon. Treasurer, ISRH, C/o P.C. Hansotik & Co. 51, M.G. Road, Bombay-400 023
6.	Archives of Physical Medicine and Rehabilitation	Circulation Manger, Archives of Physical Medical & Rehabilitation, 30 N. Michigan Avenue, Secte-992 CHICAGO- Illinois - 60602.

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Post graduate Diploma in Disability and Rehabilitation

Appendix-II

(Syllabus, Norms, Regulations & Course Content)



Center for Disability and Rehabilitation Studies
*(To be established with reff. to UGC letter reminder-III F.6-2/2016(SCT). dated
15.07.2020*

Aligarh Muslim University
Aligarh-202001
2020

ACADEMIC ORDINANCES

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Course Objective

The graduate with a PG Dip shall be able to:

- Demonstrate responsible participation in the promotion of the quality of life and full inclusion of all persons with disabilities in the local and global community.
- Demonstrate sensitivity to, and strive for a deep understanding of cultural, religious, social and ethnic diversity and its impact on the disabled person.
- Identify and find solutions to disability and rehabilitation-related problems through thinking within an outcomes-based approach.
- Work effectively with persons with disabilities, disabled persons organizations and other community groups:
- Demonstrate familiarity with the legislation, policy documents and research literature in the field of disability and rehabilitation, and critically relate relevant literature to individual scope of practice:
- Identify and define complex problems within the disability and rehabilitation scope of practice, and apply appropriate knowledge and skills to solve them.
- Identify contradictions, challenge orthodox theory and practices, and suggest new approaches in the field of health, disability and rehabilitation;
- Demonstrate mastery of advanced theory and its application to the specialized field of disability and rehabilitation.

1. NOMENCLATURE OF THE COURSE:

ONE YEARS DIPLOMA IN DISABILITY REHABILITATION

2. ENTRY REQUIREMENTS FOR POST GRADUATE DIPLOMA IN DISABILITY REHABILITATION

- a. A registered Rehabilitation Professional / Personnel with graduation
- b. Graduation Degree in Science / Arts/ Engineering/ Medicine

3. ADMISSION PROCEDURE

Admissions will be made through a written test comprising of 200 questions

4. INTAKE CAPACITY (MAX-MIN)

Not exceeding 20 students

5. MEDIUM OF INSTRUCTION

English

6. DURATION OF THE COURSE

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ONE year in regular (face to face): full time programme.

7. TEACHER-STUDENT RATIO

1:10

8. MINIMUM ATTENDANCE REQUIRED

As per University rules

MINIMUM REQUIREMENT FOR FACULTY AND STAFF

	Nature of Faculty	Qualification
Core-I	Social or Rehabilitation Science / Vedic Science	MSW, or MSc (Social Work) or PhD in Sociology or Disability Studies or Vedic Science/ Mathematics
Core-II	Management	MBA or equivalent WITH OR PhD in Management OR Master in Disability Rehabilitation Administration with 2 years' experience
Visiting faculty	Basic Science, Medical Rehabilitation, Financial Management, Legal Aspects, Labour Laws Education /Special Education, Vocational, etc.	As per course requirement

Note: Out of 2 Core Faculty, as least one should be full time employed, the second may be a Guest Faculty

BUILDING/SPACE REQUIRED

- (a) Classroom : 2 (1 each for Theory and Practical)
- (b) Classroom size : 20 ft. X 30 ft. for theory & 30 ft. X 40 ft. for Practical
- (c) Library: Journals, periodicals and reference material in the field of Management, Rehabilitation, Disability development and Social work.
- (d) Any other: Access to Internet and Inlibnet.

ELIGIBILITY FOR SELECTION OF TRAINING INSTITUTES

- a. Institutions providing rehabilitation services or imparting degree level training to at least two disabilities

- b. For other disabilities, there should be arrangement to involve other organizations for other disabilities
- c. Adequate infrastructure, library and support services.

TEACHING METHODOLOGY

Theory:

- Lecture (Regular/Guest
- Discussion/Group discussion
- Demonstration
- Guided presentation by students
- Distribution of printed notes
- Guided review of relevant literature
- Audio Visuals
- Attending workshops organized by any of the organizations
- Periodic tutorials to be hold to consolidate the Knowledge and skills acquired so far

Practicals:

- Supervised observation of professionals carrying out the task (identification evaluation / teaching / therapy)
- Maintaining records of observation and getting these evaluated by the supervisor
- Demonstrations – specially organized sessions with PWD to demonstrate a task
- Carrying out the task of adequate number of clients under supervision
- Maintaining subject journal of the task carried out
- Development of teaching learning material required to carry out the task
- Practicing filling up various clinical / educational forms/ formats
- Acquiring adequate acquaintance of various tests and tools available by administering on each others
- Audio Visuals.

PERIODIC EVALUATION AND FINAL EXAMINATION

- (a) Scheme of Examinations: Internal assignments, weekly tests, project work, end term assignments and final examinations.

(b) Minimum Passing marks/ percentage/ grade: B Grade or 60% marks in aggregate or as per University rules.

(c) Provision of supplementary exams: No provision.

RECOMMENDED TEACHING MATERIA, BOOKS, JOURNALS, And AUDIO VISUAL SOFTWARE ETC.

As per Annexure given at the end.

Course Structure

Paper	Subject	Internal	External	Total
	Module I-Disability			
I	Understanding Disability	60	40	100
II	People with Disabilities and their Environment	60	40	100
	Module II-Rehabilitation			
III	Approaches, Models and Systems of Rehabilitation	60	40	100
IV	Roles and Responsibilities of Different Stakeholders	60	40	100
	Module III			
V	Understanding Management systems and techniques	60	40	100
VI	Dimensions and constituents of Rehabilitation Management	60	40	100
VII	Yoga Practices in Rehabilitation	100	100	200
	Total	700	340	1040

Syllabus

PAPER I: UNDERSTANDING DISABILITY

1. History of Disability & Rehabilitation and changing scenario.
2. Defining Disability
 - a. Definitions as provided in PWD Act/ National Trust Act
 - b. Understanding Terminologies - Disease, Impairment, Functional Limitation and Disability
 - c. Disability evaluation and certification, importance, need and procedures
3. Causes of disability
 - a. Classification of major causes
 - b. Trends in causes of concepts
 - c. Etiology of disabilities as defined in the Acts-
 - ¼ Etiology of locomotor disabilities with special emphasis on Polio, SCI, Myopathy, CVA, Amputation, Congenital limb deformity, Spinal deformity, Arthritic condition leading to disability.
 - ¼ Etiology of visual disability with emphasis on Cataract, Glucoma, Corneal ulcer/ Opacity, Xerophthalmia, Retinal detachment
 - ¼ Etiology of speech & hearing disability with emphasis on aphasia, dysarthria, cleft palat, conductive impairments, sensorinural impairment.
 - ¼ Etiology of mental retardation with emphasis on Down's syndrome, Autism etc.
 - ¼ Etiology of mental illness with emphasis on psychosis, neurosis, delusion, hallucination, illusion
 - ¼ Leprosy cured
4. Geriatric Care & Cure- Emphasis on common problems
5. Occupational Health
6. Prevention of disabilities
 - a. Strategies of Prevention
 - b. Various National Programs
7. The magnitude of disability
 - a. On- set of disability
 - b. Prevalence of disability
 - c. Incidence of disability
8. Demographic details of the disability

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- a. Various studies, views and publication on population of the persons with disabilities in India
- b. Demographic pattern of PWD's
 - f Geographic distribution
 - f Gender-wise distribution
 - f Age-wise distribution
- d. Summary of the findings of the National Sample Survey (2002) as well as population Census 2001
- e. Changing demographic patterns

PAPER II: PEOPLE WITH DISABILITIES AND THEIR ENVIRONMENT

1. People with disability and society
 - a. Disability: sociological perspectives: culture, society, individual social interaction & everyday life social groups social processes, social change, social meaning of impairment & interpretation of disability.
 - b. Theoretical perspectives: structural functionalism, symbolic interaction theory, conflict theory.
 - c. Social barriers for integration.
 - d. Indian society in transition
 - e. Special aspects of Socio-economic and political changes

 2. (a) Social Work philosophy
 - principles, values & ethics, objectives & functions, social work as a profession(b) Methods of social work
 - (i) Social case work- objectives, definition, historical development, concept, therapeutic approaches.

 - (ii) Social group work: - nature, purpose, classification, historical development, concepts, definition.
 - principles of group formation.
 - social group work as a therapeutic process.
 - (iii) Community organization: - Concepts, definition, types, scope.
 - Community organization, methods, programming, planning, coordination, organization, financing, research.

 3. Social Work practice for persons with disabilities engagement, data collection, assessment, intervention, evaluation, termination, identity & integration.

 4. Approaches to disability rehabilitation
 - a. Voluntary Social Action
 - b. Shift from charity to rights model
 - c. Shift from integration to inclusion
 - d. Role of non-governmental organizations
 - e. Role of United Nations
1. CBR

5. Society and legislation for persons with disabilities

- a. Legislative and constitutional provisions for PWDs- an overview
- b. The Rehabilitation Council of India Act, 1992
- c. The Persons with Disabilities Act, 1995
 - Roles and responsibility of the Chief Commissioner and State Commissioners for PWDs
- d. The National Trust Act, 1999
- e. Mental Health Act
- f. Effectiveness of legislative provisions
- g. Strengths and limitations of such provisions
- h. Government Resolutions and Government Orders
- i. Judgments of different courts and tribunals
- j. Review of extent of implementation of different Acts

6. Enabling legislation

- a. Societies Registration Act, 1860
- b. Public Trust Act, 1950
- c. Foreign Contribution Regulation Act, 1985
- d. Indian Companies Act, (Section 25 only)
- e. Income Tax Act, 1961 (Sections 12, 35, 80 G)
- f. Employees Provident Fund Act
- g. Industrial Disputes Act, 1982
- h. Workmen Compensation Act
- i. Minimum Wage Act
- j. Child Labour Act
- k. National Handicapped Finance & Development Corporation
- l. National Human Rights Commission

7. Human Rights & Disability

- (a) ~~Standard~~ Standard Rules on disability
- (b) ~~Provide~~ a human rights framework of reference
- (c) ~~Explain~~ Evolution of use of UN Human Rights instruments in context of Disability
- (d) Disability and Social Justice
- (e) Disability & Disability

- (f) Convention on Vocational Training and Employment
- (g) Convention on Human Rights of the PWD's (UNCRPD)

8. International Declarations

- (h) International Year of the Disabled Persons 1981
- (i) Beijing Declaration, 1992
- (j) Salamanca Declaration, 1995
- (k) Dakar Declaration, 1999
- (l) UN ESCAP Decade of the Disabled
- (m) Biwako Millennium framework
- (n) Millennium Development Goals (MDGs)
- (o) UN convention on the Rights of PWD

PAPER III: APPROACHES, MODELS AND SYSTEMS OF REHABILITATION

1. Principles and definition of psychology
 - a. Scope of psychology
 - b. Physiology of human behavior
 - c. Introduction to Personality
 - d. Perception, learning, intelligence, memory and thinking
 - e. Motivation

2. Growth & Development
 - a. Areas of development
 - b. Developmental milestones
 - c. Adjustment process

3. Rehab Psychology
 - a. Scope and objectives
 - b. Implications
 - c. Socio-psychological aspects of disability

4. Assessment
 - a. Introduction to assessment
 - i. Areas of assessment
 - ii. Psycho-educational assessment
 - iii. Tests, tools and interpretation
 - b. Multi-disciplinary approach
 - c. Ecological assessment
 - d. Functional assessment and its importance
 - e. Individualized education/rehabilitation programmes

6. Behavior Management
 - a. Nature of human behavior
 - b. Human behavior and behavior management
 - c. Introduction to techniques of behavior modification
 - d. Mannerisms

7. Rehab guidance & counseling

- a. Meaning & scope
- b. Family Counseling
- c. Group Counseling
- d. Genetic Counseling
- e. Role of an effective counselor

8. Participatory Approach

- a. Family and persons with disabilities
- b. Needs of family having a person with disabilities
- c. Role of family in promotion of comprehensive rehabilitation
- d. Strategies for promoting family participation
- e. Self Help Groups
- f. Self Advocacy Groups
- g. Institutional approaches
- h. Transition from institution to community
- i. Approaches to community participation
- j. Integrated / inclusive education and training

PAPER IV: ROLES AND RESPONSIBILITIES OF DIFFERENT STAKEHOLDERS

1. Rehabilitation process:
 - Concept of "Rehabilitation"
 - Dimensions of the field
 - Different aspects of rehabilitation
 - Approaches of rehabilitation
 - Futuristic programme
2. a) Early identification & intervention
 - Rationale
 - Techniques
 - Referrals

b) Health and rehabilitation care system

 - Public, Private voluntary rehabilitation care system

c) Disaster and Disability
3. Education of PwDs
 - a. What is education?
 - b. Status & history of education
 - c. Continuum of educational services
 - Special schools
 - Non-formal education
 - National Institute of open Schooling
 - Integrated & inclusive education
 - Distant Mode of education
 - Home based education
 - Respite care centers
 - Any other
 - d. Scheme of inclusive education
 - e. Functional curriculum
 - f. Plus curriculum
 - g. Co curricular Activities (Special Olympics, Abilympics etc.)
 - h. National curriculum and PwDs

- i. Role of Manager in promotion of education
4. Vocational Rehabilitation
 - a. Transition Programmes
 - b. Vocational training
 - c. On-job training
 - d. Transitory employment
 - e. Sheltered employment
 - f. Inclusive training
 - g. Unemployment allowance
5. Explanation of various terms on employment
 - a. Vocational Rehabilitation
 - b. Avenues of Employment
 - c. Identified Jobs for PwDs
 - d. Employment & Placement
 - e. Job reservation
 - f. Economic Rehabilitation
 - g. Income Generation
 - h. Special Employment Exchanges
 - i. Award to the Best Employees, Employers & Employment Officers
 - j. Modern Placement techniques
6. Significance of economic rehabilitation
 - a. Concept of economic rehabilitation
 - b. Significance of unorganized sector
 - c. Use of local resources
 - d. Venues of self-employment
 - e. Role of vocational rehabilitation centers
 - f. Development of marketing skills
 - g. Role of community in expediting economic rehabilitation
 - h. Group approach to rural occupations
 - i. Schemes on self-employment
 - j. Incentives for self-employment
 - k. Micro Credit
 - l. Careful Occupation

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7. Schemes & Concessions

- ADIP Scheme
- State schemes on assistive devices
- Other concessions and facilities

8. Schemes and programmes for community participation

- a. Science & Technology Mission for the PwD
- b. National Institutes
- c. Scheme of Assistance of Voluntary Organizations
- d. Viklang Bandhu Scheme
- e. National Programme on Rehabilitation of the Disabled
- f. District Rehabilitation Centres
- g. Vocational Rehabilitation Centres
- h. District Disability Rehabilitation Centres
- i. Composite Rehabilitation Centres
- j. District Fitment Centres
- k. Comprehensive Rehabilitation Centres
- l. Regional Spinal Injury Centres
- m. Day care centers under the National rust
- n. Central Scheme of Inclusive Education of Children with Disabilities at Secondary School Level
- o. District Primary Education Programme
- p. Sarva Shiksha Abhiyan
- q. CAPART Disability Strategy
- r. Coverage of PwDs under Poverty Alleviation Programmes
- s. Coverage under Swarna Jayanti Rojgar Yojana

PAPER V: UNDERSTANDING MANAGEMENT SYSTEMS AND TECHNIQUES

1. Financial management and budget planning
 - a. Sources of funds and resource mobilization
 - b. Budget allocation
 - c. Introduction to book keeping and accountancy
 - d. Procedures & maintenance of accounting records
 - e. Admissible recurring and non-recurring expenditure
 - f. Pro-forma for monthly financial report
 - g. Authentication and approval of vouchers
 - h. Economy in expenditure
 - i. Procedure for reimbursement of expenditure
 - j. Fund flow and cash flow
 - k. Audit
2. Inventory management
 - a. Concept of inventory
 - b. Procedure for purchases
 - c. Systems of stocking
 - d. Cost of inventory
 - e. Introduction to different inventory records
 - f. Scrapping of goods
3. Grants and procedures

- a. Procedure for obtaining grants from Govt. and other funding agencies
 - b. Trust law on accounting matters
 - c. Filling of returns to the Charity Commissioner.
4. Written analysis and communication
- a. Importance of effective communication
 - b. Procedure for improving communication skills
 - c. Log-frame Analysis
 - d. Concept paper
 - e. Activity Schedule
 - f. Programme Cost
 - g. Reference to relevant published material
 - h. Methods of compilation, analysis and dissemination of information
 - i. Method of preparing successful human interest studies
 - j. Use of multi-media and presentation equipment
 - k. Use of mass media in promotion of services
 - l. Importance of social communication
 - m. Impact assessment
 - n. Organizational Communication
5. Importance of social marketing
- a. Concept of social marketing

- b. Social cost of development
- c. Competitiveness of services and products
- d. Unique selling proposition
- e. Peter Drucker's concept of "Not-for-profit"
- f. Accountability and transparency of operations
- g. Introduction to Credibility Alliance
- h. Ingredients of social marketing
- i. Corporate Social Responsibility
- j. Innovations in social marketing
- k. Social capital
- l. Innovative approaches to resource mobilization
- m. Case studies on social marketing
- n. Concept of sustainability
- o. Sustainability of services
- p. Sustainability of organization
- q. Ingredients of sustainability
- r. Investment planning for GOs
- s. Legal provision for production, management etc.
- t. Nature of concessions and benefits

- g. Exemption from sale tax, excise, customs, income tax, stamp duty, purchase tax, octroi, local tax etc.
- h. Differential rate of interest

7. Introduction to Personnel Management

- a. Introduction to human resources
- b. Personnel policies
- c. Recruitment
- d. Personnel appraisal
- e. Staff retention

8. Sources of Funds (Public)

- a. Registration under Sections 12 (A), 80 (G), 35 (AC) of Income Tax Act
- b. Public appeals
- c. Innovations in fund raising
- d. Postal appeals, mailers, advertisements
- e. On-line fund raising, use of web site
- f. Institutional fund raising – SBI, IDBI, ICICI etc.
- g. Project funding from National Institutes
- h. Corporate fund raising.
- i. Corporate Social Responsibility
- j. Production of publicity material

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k. Public Private Partnership

9. Internal Funds

- a. Sale of products – preferential purchase by the Govt., price preference, purchase with tenders or quotations
- b. Investments – portfolio management – legal provisions, taxation etc. c. Real estate income
- d. Consultancy and provision of services

PAPER VI: DIMENSIONS AND CONSTITUENTS OF REHABILITATION MANAGEMENT

1. Organizational Dynamics

- a. Definition of Organization
 - i. Mission, vision and objectives of the organization
 - c. Constitution, rules and regulations
- d. Organizational hierarchy
- e. Organizational values
- f. Evolving and internalizing policies
- g. Team building
- h. Leadership development
- i. Span of control
- j. Power & authority
- k. Participatory management

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- l. Management by objectives
- m. Institutional ethics
- 2. Organizational Development
 - a. Learning Rehabilitation organizations
 - b. Organizational Structure – appropriate to disability development organizations
 - c. Areas of Responsibility in organizations in the disability sector
 - d. Type and character of administration work
 - e. Motivation of rehabilitation staff
 - f. Delegation of responsibilities
 - g. Concept of SWOT
 - h. Adequate and proper supervision of the staff
 - i. Organizing and conducting review meetings
 - j. Regular visits to projects and supervision of performance
 - k. Importance of consistent motivation of the team
 - l. Recognition of good performance
 - m. Group approach to problem solving
- 3. Application of Information Technology in
 - a. Disability management
 - Diagnosis & identification
 - Mitigation
 - Intervention

- Access

- b. Documentation and dissemination

- c. Systems approach

4. Research Methods specific to disability development organizations

- a. Types of Research

- b. Steps of Research

- c. Research design

- d. Statistical tools

- e. Report writing

- f. Interpretation of research

- g. Documentation of good practices

5. Introduction to reporting formats specific to disability work

- a. Significance of reporting.
- b. Door to door survey

- c. Initial assessment

- d. Individual case life

- e. Monthly physical performance report

- f. Daily diary of field staff

- g. Review meetings

- h. Physical performance register
- i. Project completion report
- j. Regularity and sincerity in reporting
- k. Computer software for data storage and analysis
- l. Management information system

6. Evaluation and Monitoring of disability related projects

- a. Need for evaluation
- b. Methods of evaluation
- c. Importance of current and periodic evaluation
- d. Indicators for evaluation
 - Cost effectiveness
 - Unit cost of coverage
 - Social accountability
 - Extent of community participation
 - Replicability of the project
 - Sustainability
 - Economic viability
- e. Role of different agencies in evaluation

7. Management of Charity Organizations:

- a. Understanding Constitution of Trusts
- b. Roles and responsibilities of Managing Committee
- c. Convening meeting of Managing Committee

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d. Agenda of meeting

e. Writing of Minutes

f. Filing of change report

8. Architect of Rehab Centres

Barrier free environment: concept and rationale a. Planning and layout of centres

b. Barrier free environment and access c. Importance of signage

d. Importance tactile floors and Braille markings e. Colour contrast for low vision

f. Auditory signals

9. Human Resource Development

a. Concept of Rehabilitation Professional

b. Procedure for registration of Rehab Professionals

c. Continuing Rehabilitation Education

d. Criteria for selection of training centers

e. Importance of Human Resource Development

Paper VII

Yoga Practices in Rehabilitation :

A. Asanas :

1. Shrishasana
2. Crocodile Practices (Four variations)
3. Pawanmuktasana
4. Naukasana
5. Viparitakarani
6. Sarvangasana
7. Matsyasana
8. Halasana
9. Karnapidasana
10. Bhujangasana
11. Shalabhasana
12. Sarpasana
13. Dhanurasana
14. Vakrasana
15. Ardha-Matsyendrasana
16. Paschimatanasana
17. Supta Vajrasanai
18. Yoga Mudra
19. Simhasana
20. Gomukhasana
21. Matsyendrasana
22. Mayurasana
23. Kukkutasana
24. Uttana Kurmasana
25. Ushtrasana
26. Gorakshasana
27. Padma - Bakasana
28. Baddha - padmasana
29. Akarmadhanurasana
30. Ugrasana
31. Parvatasana
32. Janushriasana
33. Tolangulasana
34. Muktasana
35. Virasana
36. Guptasana
37. Sankatasana
38. Uttanamandukasana
39. Vrishabhasana
40. Padangusthasana
41. Garbhasana
42. Bhadrasana
43. Kapotasana
44. Ekpadasandhasana
45. Chakrasana (Sideward)
46. Chakrasana (Backward)
47. Virkshasana
48. Tadasana
49. Pada - hastasana
50. Utkatasana
51. Natarajasana
52. Vatayanasana
53. Garudasana
54. Shigh-padangusthasana
55. Vajrasana
56. Padmasana
57. Siddhasana
58. Swastikasana
59. Shevasana
60. Makarasana
61. Brahmamudra

o Pranayama

- Anulema-viloma
- Ujjayi
- Shitali
- Sirkari
- Bhastrika
- Bhramari
- Suryabhedana
- Chandrabhedana
- Murccha(Theory only)
- Plavini(Theory only)

o Bandhas and Mudras

- Jalandhara Bandha
- Uddiyana Bandha
- Jicha Bandha
- Mula Bandha

o Kriyas

- Jala Neti

- Dhauti (Vamana, Danda, Vastra)
- Nauli
- Kapalabhati
- Agnisara
- Trataka
- Shankhprakashana
- Recitations
 - Pranava Japa
 - Svasti Mantra
 - Rudropasana
 - Savitri Upasana
 - Mahapurushavidya
 - Om Stavana
- Other Practices
 - Meditation Techniques
 - Suryanamaskar
 - Some physical exercises
 - Kriya Yoga Session-consisting of Pranayama, Mantra, Yoga, Sutra etc.

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PRACTICALS

PRACTICAL DETAILS

	Marks	Internal	External	Total
I	Module I Disability Observation reports of disability areas (8)	60	40	100
II	Module II – Rehabilitation 2 Case Studies (any two following areas, involving any two disabilities) • Early Intervention • Education • Transition • Vocation Project Proposal or Evaluation Report or Event Management	60	40	150
		60	40	150
III	Module III - Management Dissertation	100	100	200
TOTAL (Practical)		280	220	500

Practical's will consist of minimum one week placement in respective organizations for direct observation and exposure to the following:

1. Visual Impairment
 - a. Orientation & mobility and movement science
 - b. Daily living skills and home economics
 - c. Auditory & tactile Teaching Learning Materials
 - d. Introduction to Braille
 - e. Use of educational and mobility aids

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f. Introduction to common eye ailments

2. Low Vision

- a. Simulation of Low vision using simulative glasses
- b. Testing distance visual acuity, near vision and visual field
- c. Assessing functional vision
- d. Practice use of optional and non-optional devices
- e. Developing a vision training programme based on functional assessment
- f. Instructions for a mobility low vision assessment
- g. Classroom management.

3. Locomotor Handicapped

- a. Basic knowledge about orthopedics and orthopedic disorders.
- b. Practice in normal gait and gait analysis
- c. Different types of orthoses and its components
- d. Different types of prostheses and its components
- e. Rehabilitation and mobility device
- f. Fabrication, fitting and alignment of different types of prostheses and orthoses
- g. Gait and ADL activities training
- h. Positioning and its importance
- i. Manufacturing, maintenance & repair of prostheses and orthoses

- j. Adaptive measures
- k. Modalities about Rehabilitation
- l. Various interventions like Physiotherapeutic, Occupational Therapeutic etc.

4. Hearing Impairment

a. Assessment of hearing loss

- Subjective assessment
- Objective assessment
- Screening.

b. Interpretation of audiogram(skill development)

- Degree
- Type
- On-set time

c. Nature of communication

- Speech: assessment, development and correction
- Language: assessment, development and correction
- Modes and methods of communication

d. Amplification

- Selection
- Types of hearing aids
- Parts and functioning
- Ears moulds
- Care & maintenance
- Group amplification
- Auditory training

Educational Programmes

- Special school set-up
- Integrated Set-up(with and without resources unit)
- Classroom teaching and management

Curriculum development

5. Mentally Handicapped

- a. Psycho-educational assessment
- b. Use of check list-standardized, developmental and functional
- c. Therapeutic and Educational intervention at various levels
- d. Training in life skills
- e. Alternative and augmentative Communication
- f. Parent involvement
- g. Behavior management & behavior modification
- h. Curriculum development
- i. Multi-sensory approach
- j. Functional academics

Multiple disabilities

- a. Developmental and functional Assessment
- b. Therapeutic interventions

- Developmental therapy
- Maintenance therapy
- c. Training life skills

Parents involvement

Curriculum development

Deaf blind

- a. Training in life skills
- b. Teaching learning material
- c. Therapeutic interventions
- d. Multi-sensory approach
- e. Alternative and augmentative Communication
- f. Vocational Training
- g. Functional academics

7. Mental illness

- a. Understanding mental illness
- b. Causes of mental illness
- c. Various approaches
- d. Assessment
- e. Community participation
- f. New approaches-Midway Home etc.
- g. Rehabilitation of Psychiatrically cured patients

8. Common Practicals

- a. Awareness
- b. Door-to-door survey
- c. Needs Assessment

- d. Early intervention
- e. Cognitive & functional Assessment
- f. Educational Programmes
- g. Transition
- h. Vocational Training
- i. Recreation Activities
- j. Other Forms of Therapy- Play, Music, Movement etc
- k Job adaptations
- l. Rural crafts activities
- m. Participatory rural appraisal in the community
- n. Provision of services at a central location
- o. Visits to centers authorized to certify disabilities
- p. Procedures and formalities for availing concessions
- q. Income generation activities

Summary of Practical

1. Observation reports of disabilities areas (8)
2. Two Case studies (any two following areas, involving any two disabilities)
 - f Early Intervention
 - f Education
 - f Transition.
 - f Vocation
3. Project Proposal or Evaluation Report or Management

4. Dissertation

- a. Organizational structure of an NGO
- b. Managements Information System
- c. Innovative rehabilitation approaches
- d. Significant of interpersonal relation
- e. Case studies on successful cases of rehabilitation
- f. Financial managements of NGOs
- g. Effectiveness of PwD act
- h. Networking in disability sector
- i. Role of community in service delivery
- j. Effectiveness of micro credit system prevailing in the country
- k. Inclusive approach to education and rehabilitation
- l. Review of various schemes of Ministry of Social Justice & Empowerment
- m. Achievements of RCI in development personnel
- n. Approaches of National Trust in promoting services at doorstep
- o. Models of Governance of NGOs
- p. Any other assignments pertaining to management and administration of organizations.

