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File No: 9185/1

F/O Ashly Thomas

BA 1<sup>st</sup> Year

Class A, Serial-7.

01 Oct 2020

The Principal,  
MES College,  
Zugari Nagar,  
Dabolim, Goa.

**REQUEST FOR SCRIBER – MISS ASHLY THOMAS, BA 1<sup>ST</sup> YEAR**

Dear sir,

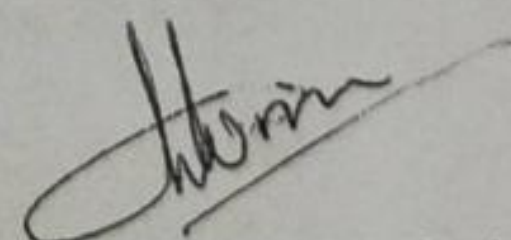
It has been experienced, as well as brought out by the school too that despite knowing the subject, she is not able to write in commensurate with her age and class. She was therefore taken to IPHB, Bambolim Goa for the assessment-cum-recommendation.

In view of the aforesaid, it is requested that the matter be taken up with higher authorities for perusing of scriber for the fourth commencing session.

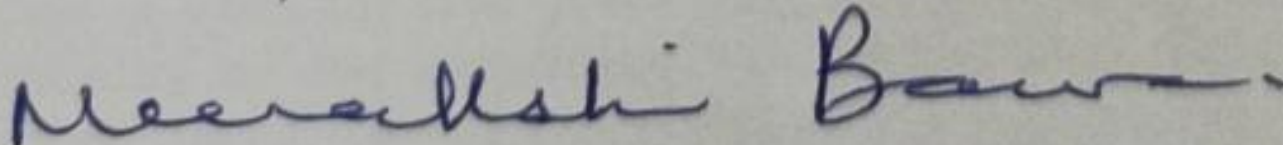
Would be obliged for the same,

Thanking you and regards

Yours faithfully

  
(Thomas Philip)

F/o Ashly Thomas



PRINCIPAL  
M. E. S. College of Arts & Commerce  
Zuarinagar - Goa 403 726.



F.T.O →



To,

Shri Anil Aklkar

Pl do the needful

Neeraj Bawa  
13/10/2020

Before receiving this ltr, Ashley Thomas's Mother has already given a ltr signed No. C3/747/2020-21 dated 13.10.20 regarding extra time work.

In this regards, clarification is asked to Goa University our letter No. C3/AC-07/2020-21/USA dated 13.10.20.  
letter is send by Shri Anil Aklkar.  
Thanks.

A. 13/10/20.  
3.00 PM.



## APPENDIX -IV

Form for the purpose of grant of financial assistance to slow learners/  
learning disabled/autistic children to be used by the Government Doctor.



This is to certify that Miss/Master

Ashley Thomas

whose

Particulars are furnished below, is a bonafide slow learner/learning disabled/  
autistic child.

Particulars of the slow learner/learning disabled/ autistic child.

i. Address: Dabolim, Vasco, Goa

ii. Father's Name: Mr. Thomas Philip

iii. Age: 14 yrs

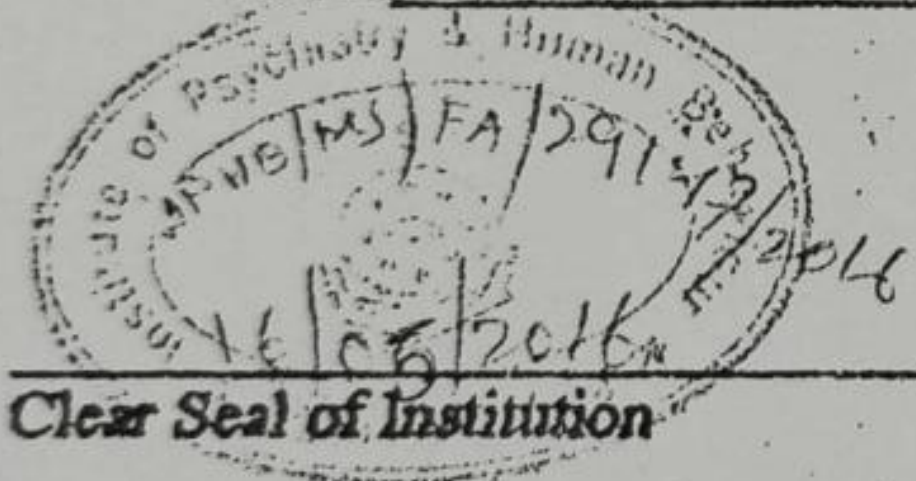
iv. Sex: Female

v. Signature or thumb impression of slow learner/learning disabled/autistic child.

[Signature]

Place: PHB, Bambolim, Goa

Date 16/05/2016



Clear Seal of Institution

Associate Professor

Signature of Head of Institute of Psychiatry  
& Human Behaviour - Goa

\*Strike out where not applicable.

### Note

1. Learning disabled are those having a disorder in one or more basic processes involved in understanding or in using language.
2. Autistic are those whose thinking, language and behaviour are affected and have problem in communication and socialization.
3. Slow Learner are those with Intelligence Quotient (IQ) ranging between 70 to 85.
4. Certificate should be issued only to the slow learner/learning disabled/autistic child. The photograph must be signed and stamp in such a way that Doctor's signature and stamp appears partly on the photograph and partly on the certificate.
5. The certificate is valid for five years from the date of issue. After expiry of the period of validity of the certificate, the person is required to obtain a fresh certificate. A photostat copy of this certificate is accepted for the purpose of grant of assistance.
6. No. alteration in the form is permitted.



GOVERNMENT OF GOA

INSITUTE OF PSYCHIATRY & HUMAN BEHAVIOUR  
BAMBOLIM - GOA

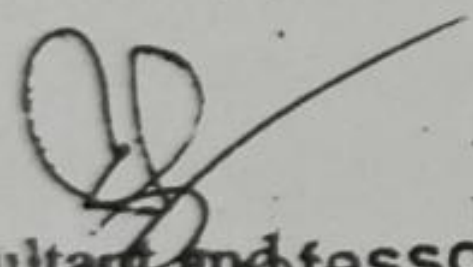
No. 75/3/88-MS

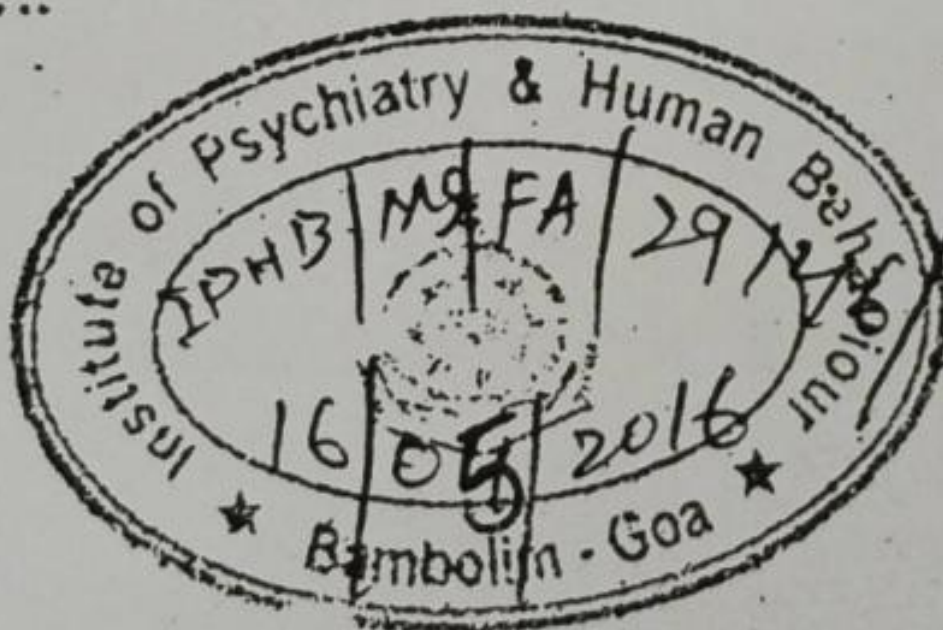
Dated: 16/05/2016

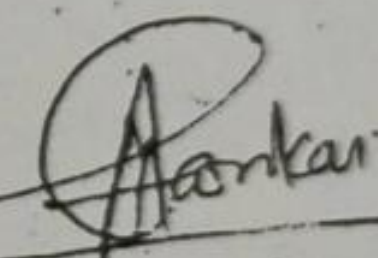
CERTIFICATE

This is to certify that Miss Ashley Thomas aged 14 Years,  
Resident of Dabolim, Vard, Goa with Hospital No. 9684  
is having slow learner  
(IQ) = 72 (seventy two)

This certificate is issued at the written request of Mr. Thomas Philip  
To be produced of in school for academic  
purpose

  
Consultant Professor  
C.G.C. Incharge  
Psychiatry  
Behaviour,  
Bambolim-Goa



  
(Jr. / Sr. Resident)



**OA-12.41 (effective from 13th May, 2013)**

- (a) The Chief Conductor is authorized to appoint a scribe at the University examination (theory or practical) for a candidate who is unable to write the answer scripts on medical grounds or due to disability. The scribe appointed shall be at least one class lesser than the examination for which he is appointed to work as a scribe for the examination and has not registered for the same or an equivalent degree.
- (a) The scribe shall be allowed in the following cases:
- i. To blind, physically handicapped, spastic, dyslexic and candidates with disabilities as defined in the Persons with Disabilities Act, 1995.
  - ii. In case of sudden illness / accident rendering the candidate unable to write the examination. However, this should be certified by a Medical Officer.
- (c) The Chief Conductor shall make seating arrangement in a separate room preferably on the ground floor for such candidate and the scribe.
- (d) The scribe shall be paid an honorarium by the College / University as the case may be, as prescribed by the University from time to time. However, a scribe may render his / her service free of cost.
- (e) The candidate shall not be charged towards the fee of the scribe.
- (f) The candidate as defined in b(i) above shall be given 50% additional time to answer the examination than the normal time prescribed for that paper, subject to a minimum of 30 minutes duration.

**OA-12.41 (effective from 27th March, 2018)**

A.

The Chief Conductor is authorized to appoint a scribe / reader / lab-assistant at the University / College examination and grant such other facilities for a candidate who is unable to write the answer scripts on medical grounds or due to disability, if so desired by the candidate, as below :

- (i) To any candidate who has disability of upto 40% or more, duly certified by the competent medical authority.
- (ii) In case of sudden illness / accident / injury rendering the candidate unable to write / read the examination, provided it is certified by the medical officer.
- (iii) The candidate may be allowed to meet the scribe / reader / lab-assistant a day before the examination to verify the suitability.
- (iv) In case of emergency, a change in scribe/ reader / lab-assistant may be allowed. The candidate may be allowed to take more than one scribe / reader for writing different language papers.
- (v) The compensatory time not less than twenty (20) minutes per hour be allowed for candidates who use a scribe / reader / lab-assistant in University / College examination.



(vi) The candidates with disability as defined in A(i) & (ii) not availing the facility of scribe / reader / lab-assistant may be allowed fifty (50%) percent compensatory time than the normal duration for each paper, subject to a minimum of thirty (30) minutes duration.

(vii) The candidate shall not be charged any extra fees for availing the facility of scribe/ reader / lab-assistant and assisting devices.

(viii) The scribe / reader / lab-assistant shall be paid an honorarium by the University / College as the case may be and as prescribed by the University from time to time.

(ix) The Chief Conductor shall make separate seating arrangement (separate block) for the candidates using the facility of a scribe / reader / lab-assistant, preferably on the ground floor of the premises.

(x) Candidates may be allowed to use assisting devices like talking calculator in case where calculators are allowed and question paper in enlarged print.

**B.** The candidates with disability as defined in A (i) are entitled to grace marks to the extent of hundred (100%) percent more than the grace marks allotted generally to the candidates appearing in University / College examination.

**C.(i)** The candidates with disability as defined in A (i) are exempted from minimum attendance requirement of seventy-five (75%) percent in University / College examination. However, these candidates need to fulfill a minimum attendance requirement of fifty percent (50%) to appear in the examinations.

(ii) If any such candidate needs further exemption in attendance, he / she may forward the case to the University with appropriate supporting medical documents seeking the exemption. Based on the request of the candidate, the Controller of Examinations may decide the extent of further relief in attendance to the applicant.

**D.(i)** The candidates having disability as defined in A (i) seeking alternative mode of examination / evaluation may be referred to a need-based special Committee of the University consisting of the Controller of Examinations, a Dean of the respective Faculty, and two senior teachers as subject experts.

(ii) The Committee, based on the merit of the case and viability of alternative mode of evaluation / examination shall submit its recommendations to the University for approval and implementation.

(iii) The candidate seeking such a customized mode of examination / evaluation should forward his / her request to the University within one month of commencement of the academic year of the Programme / Course of the University / College.