



**Swami Vivekanand Shikshan Prasarak Mandal's**  
**Swami Vivekanand College of Nursing, Udgir**

(Approved by Government of Maharashtra, Recognized by Indian Nursing Council, New Delhi) and  
Maharashtra Nursing Council Mumbai)

Affiliated to Maharashtra University of Health Sciences, Nashik

Survey No. 184, Bodhan Nagar, Jalkot Road, Udgir - 413517 Dist. Latur

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**Dr. Sudhir Jagtap** (M.Sc. M.Phil, Ph.D.)  
President

## POLICY FOR DISABLED STUDENTS

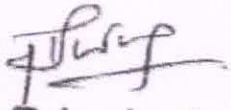
### Admission Policy:

1. The institution provides equal educational opportunities to disabled persons in higher education.
2. The Institution adheres to follow the instructions/orders/norms set by the University. Herewith a policy to follow University admissions procedure.
3. The persons with disabilities (Equal opportunities protection of rights and full participation) Act, 1995 provide that all Government Educational institutions and other educational institutions receiving aid from the Government shall not reserve less than three percent seats for persons with disabilities.

### Facilities:

1. For physically disabled students ramps/elevators are provided for their easy access to all facilities on different floors and separate rest rooms to the disabled students.
2. In addition to the above minimum needs, the institution is ready to provide wheelchairs, care is taken to allot ground floor classrooms and other classrooms have elevator accessibility.
3. The College ensures a disabled-friendly physical infrastructure as per Annexure 'A' existing infrastructure to be built with in a phased manner



  
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### Academic Counseling & Career Advice:

1. The institution is embedded with 'Equal opportunity cell' which takes care of counseling & Advising disabled students as a part of their responsibility.
2. Committee initiates to organize programs on world disabled day, white cane day etc., to enhance capabilities and confidence among them.

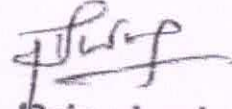
### Use of Readers & Scribes for Exams:

1. The institution takes proactive steps to support disabled students during examinations in terms of easy identification of rooms and accessible.
2. The examination table arranges in the right size and height.  
Arrangement of scribes for exams considering the nature of the disability.

### Faculty Responsibility:

1. Faculty should implement best practices in teaching to reach learning among disabled.
2. Maintain the confidentiality of students who disclose their disability.
3. However, faculty members do have input and should work with students for their skill development.



  
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## E-GOVERNANCE POLICY

### E-Governance Policy Document

Institute has designed E-Governance Policy, with the primary objective of implementing E-Governance in various activities and services of the Institution. This policy will help in achieving efficiency in all the operations of instructions in an integrated manner to enable transparency, clarity in different functionalities of instructions about Academic, Administration, examinations, finance accounting, library, admissions etc. To have integrated user friendly enterprise resource planning solutions to automate various modules institutional functioning, adequate training to all the staff for effective use is also planned. Governing body suitable ERP has to be deployed and put into the appropriate use to get maximum benefits.

#### **Objectives**

1. Achieving efficiency in our functioning
2. Prompting transparency and accountability
3. Facilitating communication between various entities of the institution
4. Providing easy access to information policy

We have implemented E-Governance in more areas and with this aim in view we have drafted this policy framework.





The policy is broadly divided into the following modules.

### **1. Administration:**

Facilities should be provided for management of employees, management of departments etc. other provisions like maintaining attendance and timetables etc.

### **2. Finance and accounts:**

The Institution has to use ERP software to monitor financial activities. This module includes tuition fee and transport fee etc.

### **3. Student admission and support:**

This module will cover admissions to all the programs offered by the Institution. Institution needs to maintain student personal information, parent details and academic record.

### **4. Examination**

Filling of examination forms, obtaining hall tickets, uploading of marks, examination fee and issue of certificates etc. Examination in charge needs to supervise the entire process of examination under the guidance of university.



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