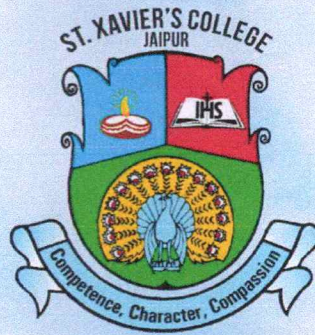


# St. Xavier's College Jaipur

Affiliated to the University of Rajasthan Approved under Section 2(f) and 12(B) of UGC Act, 1956  
A Christian Minority Educational Institution under Section 2(g) of NCMEI Act, 2004



## College Manual A Compendium of Policies and Guidelines



## PART A

### College Manual: A Compendium of Policies and Guidelines

For consistently successful functioning, St. Xavier's College Jaipur has a college manual of explicit policies and guidelines, as the foundation for implementation of its vision and mission and to achieve its goals. Policies help to furnish the guidelines for various units of the college.

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## 17. POLICY FOR SPECIALLY ABLED (*DIVYANGJAN*)

### 1. Introduction

St. Xavier's College Jaipur, guided by its motto of nurturing competent, compassionate, and noble individuals for a brighter future, is committed to inclusive education. Embracing the constitutional principle that education is a fundamental right for all, our institution has developed policies to accommodate the needs of individuals with disabilities, referred to as "**Specially Abled (Divyangjan)**". These policies align closely with the guidelines set forth by the UGC under the Disabilities Act 1995, the Rights of Persons with Disabilities Bill – 2016, and the Directorate of College Education, Government of Rajasthan.

Our college has taken proactive steps to create a conducive learning environment for students with special needs. This initiative aims to provide an equitable learning platform, ensuring that every student, regardless of their abilities, has access to quality education.

### 2. Purpose

The policy at St. Xavier's College Jaipur is designed to ensure accessibility to education for specially abled individuals, offering them suitable opportunities and fostering awareness about their capabilities. Through education, the aim is to empower them to become self-reliant and independent. These guidelines serve as a framework for establishing an inclusive and barrier-free learning environment within the institution and across its departments. The objective is to equip our institution with the necessary facilities to facilitate access for specially abled individuals, thereby promoting inclusivity and equal educational opportunities. The policy ensures:

### 3. Composition and Functions

**3.1. Composition:** The following college units play an important role to support the quality education for specially-abled (*Divyangjan*) individuals:

- **Grievance Redressal:** Any grievances concerning individuals with disabilities are directed to the Grievance Cell and Grievance Redressal Committee. Special meetings may be convened; if deemed necessary to address specific concerns effectively.
- **Internal Quality and Assurance Cell (IQAC):** Monitors the seamless dissemination of information to the specially abled (*Divyangjan*) individuals.

- **Infrastructure Utilisation and Management Committee:** Supervises the infrastructure and ensures a barrier-free environment on campus to facilitate easy movement for specially abled (Divyangjan) individuals. The following amenities is available in campus:
- Ramps were constructed for easy mobility.
- Wheelchair is available in the campus to ease the mobility.
- Lift facility to ease the movement is available within the campus.

### 3.2. Functioning

- **Mentoring:** To provide regular guidance and counselling to specially abled students.
- **Teachers Training:** To train and organize awareness programmes for teachers regarding approaches of teaching, guidance, counselling, evaluation, analysing their special skills and providing platforms through activity clubs etc.
- **Web Services:** To ensure that web services are compliant to National and international accessibility standards and regulations such as Web content Accessibility Guidelines (WCAG) with appropriate version and Government of India Guidelines for Web accessibility.
- **Awareness About Benefit schemes:** To spread awareness about various government support schemes available for *divyangjanin* India.
- **Creating Employment Opportunities:** To provide assistance to them to seek employment based on their ability and skill.
- To ensure fair and just implementation of the policy
- Assistance in procuring special permission from the university for annual examinations with the help of Examination Cell and University Coordinator's Office
- To procure and ensure maintenance of special assistive devices procured by the higher education institute under the HEPSN scheme and encourage specially abled (Divyangjan) individuals to use them for enriching their learning experiences like computers with screen reading software, low-vision aids, scanners, mobility devices etc.
- To maintain proper documents and records of the number of especially abled (Divyangjan) learners year wise, the assistance/guidance/counselling provided and all other related documents

- **Accessibility:** Ensure that all facilities, services, and information are accessible to specially abled (Divyangjan) learners with disabilities, promoting equal participation and inclusion.
- **Awareness:** Conduct awareness programs to foster understanding and appreciation of the capabilities and needs of individuals with disabilities among the campus community.
- **Inclusivity:** Implement inclusive practices in all aspects of campus life, including admissions, academics, extracurricular activities, and support services.
- **Infrastructure:** Ensure that campus infrastructure is designed and maintained to be accessible and user-friendly for individuals with special needs, including ramps, elevators, accessible restrooms, and signage.
- **Training:** Conduct training programs for faculty, staff, and students on disability awareness, inclusive teaching practices, and assistive technologies.
- **Collaboration:** Foster partnerships with relevant government agencies, non-profit organizations, and disability advocacy groups to promote the rights and inclusion of individuals with disabilities.
- **Compliance:** Adhere to legal requirements and guidelines related to disability rights and accessibility, including relevant legislation such as the Disabilities Act and Rights of Persons with Disabilities Bill.
- **Continuous Improvement:** Regularly review and evaluate the effectiveness of the policy and its implementation and make necessary adjustments to enhance the support and inclusivity provided to individuals with disabilities.

#### 4. Future Perspectives

To make the barrier free environment for especially abled learners the following suggestions were proposed.

- Tactical path is being constructed from the main entrance towards the campus building and canteen.
- Motion sensed doors along with ramp facility will be available.
- Self-book issuing kiosk will be installed in library.
- The Kibo XS Device specifically designed to meet the needs of visually impaired individuals will be installed in library.
- Special toilets well equipped with sensors would be constructed.

  
Principal