

SERVICES OF A SCRIBE IN ADMISSION (2023-24)

The arrangements for Persons with Disabilities in the admission tests of ISI, and criteria used for the same, will be in accordance with the [Guidelines for conducting written examinations for Persons with Benchmark Disabilities](#), as per Office Memorandum F.No. 34-02/2015-DD-III of the Ministry of Social Justice and Empowerment, Government of India. A brief indication is given below.

- The services of a scribe are available to candidates who have permanent disability in the upper limbs or have lost fingers/hands thereby affecting writing ability. To avail this benefit, the applicant should write to the Dean of Studies at admissionsupport@isical.ac.in before **5th April 2023** along with soft copies of the completed application form and the disability certificate.
- If a PwD candidate wants to avail extra time (maximum forty minutes per Test), a request should be made to the Dean of Studies at admissionsupport@isical.ac.in before **5th April 2023** along with the duly filled in application form in the prescribed format and the disability certificate.
- In case of disability of a temporary nature and injuries like fracture in the arm or any other illness, etc., the candidates are not eligible to seek any concession or assistance of writer and/or extra time.
- The request along with the supporting documents will be assessed. If these are found adequate in accordance with the Guidelines mentioned above, the candidate will be contacted via email with further instructions.
- If it is found that a candidate has used the services of a scribe and/or extra time, but DOES NOT possess the extent of disability that warrants the use of a scribe and/or extra time, he/she will be excluded from the process of evaluation, ranking and admission. If the candidate has already been admitted, his/her admission will be cancelled.