



सत्यमेव जयते



राष्ट्रीय परीक्षा एजेंसी  
National Testing Agency

Excellence in Assessment



आज़ादी का  
अमृत महोत्सव

(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)  
(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

## PUBLIC NOTICE

14<sup>th</sup> November 2024

**Sub: Government guidelines notification for conducting written examination for persons with disabilities to be implemented in CMAT 2025 Examination– reg.**

The guidelines which will be followed for CMAT 2025 with reference to relevant extracts of Government Notification and Office Memorandums are enumerated below.

### Part – I

**The Gazette of India, Extraordinary Part-II Section 1, Ministry of Law And Justice (Legislative Department) New Delhi dated 28 December 2016 on “The Rights of Persons With Disabilities Act, 2016.** The relevant paragraphs of the above Gazette Notification for consideration are as under : -

### Chapter 1.

**Para 2 (r).** “person with benchmark disability” means a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority;

**Para 2 (s).** “person with disability” means a person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others;

### Part – II

**Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No. F. No. 34-02/2015-DD-III dated 29 August 2018 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(r) of the RPwD Act, 2016.** The relevant paragraphs of the above Office Memorandum for consideration are as under : -

**Para IV.** The facility of Scribe/Reader/Lab Assistant should be allowed to any person with benchmark disability as defined under section 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed if so desired by him/her.

In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe/reader/lab assistant shall be given, if so desired by the person.



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**In case of other category of persons with benchmark disabilities**, the provision of scribe/reader/lab assistant can be allowed **on production of a certificate to the effect** that person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the **Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution as per proforma at APPENDIX-I.**

### Part – III

**Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No F. No. 29-6/2019-DD-III dated 10 August 2022 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. person having less than 40% disability and having difficulty in writing. The relevant paragraphs of the above Office Memorandum for consideration are as under : -**

**Para 3 (b).** The facility of scribe and/or compensatory time shall be granted solely to those having difficulty in writing **subject to production of a certificate** to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf **from the competent medical authority of a Government healthcare institution as per proforma at Appendix-II.**

**Para 3 (c).** The medical authority for the purpose of certification as mentioned above should be a multi-member authority comprising the following: -

- i. Chief Medical officer/Civil Surgeon /Chief District Medical Officer, Chairperson
- ii. Orthopaedic/PMR specialist
- iii. Neurologist, if available\*
- iv. Clinical Psychologist/Rehabilitation Psychologist/ Psychiatrist/Special Educator
- v. Occupational therapist, if available\*
- vi. Any other expert based on the condition of the candidate as may be nominated by the Chairperson.

(\* the Chief Medical Officer/Civil Surgeon/Chief District Medical Officer may make full efforts for inclusion of neurologists, occupational therapist from the nearest District or the Medical College/Institute, if the same is not available in the District)”



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## Part – IV

### SCRIBE AND COMPENSATORY TIME.

Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No. F. No. 34-02/2015-DD-III dated 29 August 2018 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(r) of the RPwD Act, 2016 & Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No F. No. 29-6/2019-DD-III dated 10 August 2022 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. person having less than 40% disability and having difficulty in writing. The relevant paragraphs of the above Office Memorandums for consideration are as under : -

1. The candidate should have the discretion of opting for his own scribe / reader / lab assistant or request the Examination Body for the same. The examining body may also identify the scribe / reader / lab assistant to make panels at the District / Division / State level as per the requirements of the examination. In such instances the candidates should be allowed to meet the scribe two days before the examinations so that the candidates get a chance to check and verify whether the scribe is suitable or not.

2. The word “extra time or additional time” that is being currently used should be changed to “compensatory time” and the same should not be less than 20 minutes per hour of examination for persons who are allowed use of scribe / reader / lab assistant. All the candidates with benchmark disabilities who are eligible for availing the facility of scribe in terms of guidelines IV (Refer Para IV of Part-II to this Public Notice) may be allowed additional time of minimum of one hour for examination of 3 hours duration whether they use the facility of scribe or not. In case the duration of the examination is less than an hour, then the duration of additional time should be allowed on pro-rata basis. Additional time should not be less than 5 minutes and should be in the multiple of 5”.

**Note** – Both the guidelines i.e. dated 29 August 2018 (for PwBDs) and dated 10 August 2022 (for PwDs) have other important aspects such as allowing use of assistive devices, proper seating arrangement, accessibility of examination centres etc. which will be followed.

**For further clarification related to CMAT 2025, the Candidates are advised to keep visiting the official websites of NTA [www.nta.ac.in](http://www.nta.ac.in) and <https://exams.nta.ac.in/CMAT/> for the latest updates.**

Sd/  
Director (Exams)



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### APPENDIX- I

(Ministry of Social Justice & Empowerment, Govt. of India Office memorandum No F. No. 34-02/2015- DD-III dated 29 August 2018)

### Certificate regarding physical limitation in an examinee to write

This to certify that, I have examined Mr/ Ms/ Mrs\_\_\_\_\_ (Name of the candidate with disability), a person with \_\_\_\_\_ (nature and percentage of disability as mentioned in the certificate of disability), S/ o/ D/ o \_\_\_\_\_ a resident of \_\_\_\_\_ (Village/ District/ State) and to state that he/ she has physical limitation which hampers his/her writing capabilities owing to his/ her disability.

Signature

Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a  
Government health care institution

Name & Designation.

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

### Note:

Certificate should be given by a specialist of the relevant stream/ disability (eg. Visual impairment — Ophthalmologist, Lcomotor disability — Prthopacdic specialist/ PMR).



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## APPENDIX- II

(Ministry of Social Justice & Empowerment,  
Govt. of India F. No. 29-6/2019-DD-III  
dated 10 August 2022)

Certificate for person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

This is to certify that, we have examined Mr/Ms/Mrs ..... (Name of the candidate), S/o /D/o ..... a resident of ..... (Vill/PO/ PS/ District/ State), aged ..... yrs, a person with ..... (nature of disability/condition), and to state that he/ she has limitation which hampers his/her writing capability owing to his/her above condition. He/she requires support of scribe for writing the examination.

2. The above candidate uses aids and assistive device such as prosthetics & orthotics, hearing aid (name to be specified) which is /are essential for the candidate to appear at the examination with the assistance of scribe.

3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid upto \_\_\_\_\_ (it is valid for maximum period of six months or less as may be certified by the medical authority)

Signature of medical authority

(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)
Orthopedic / PMR specialist	Clinical Psychologist/ Rehabilitation Psychologist/Psychiatrist / Special Educator	Neurologist (if available)	Occupational therapist (if available)	Other Expert, as nominated by the Chairperson (if any)
(Signature & Name)				
Chief Medical Officer.....	Officer/Civil Surgeon/Chief District Medical			
Chairperson				

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:



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### APPENDIX- III

(Ministry of Social Justice & Empowerment,  
Govt. of India F. No. 29-6/2019-DD-III  
dated 10 August 2022)

Letter of Undertaking by the person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

I \_\_\_\_\_, a candidate with \_\_\_\_\_ (nature of disability/condition) appearing for the \_\_\_\_\_ (name of the examination) bearing Roll No. \_\_\_\_\_ at \_\_\_\_\_ (name of the centre) in the District \_\_\_\_\_, \_\_\_\_\_ (name of the State). My educational qualification is \_\_\_\_\_.

2. I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe for the undersigned for taking the aforementioned examination.

3. I do hereby undertake that his qualification is \_\_\_\_\_. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification. I shall forfeit my right to the post or certificate/diploma/degree and claims relating thereto.

(Signature of the candidate)

(counter signature by the parent/guardian, if the candidate is minor)

Place:

Date:



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