



Nagaland Board of School Education
Upper Bayavü, Kohima - 797001
Website: www.nbsenl.edu.in, Email: nagaboard@gmail.com

C I R C U L A R

Dated Kohima, the 16th April, 2025

NO.NBE-29/Ad-PWD/2025-26 :: All Heads of Registered Institutions are hereby reminded to ensure timely submission of applications for accommodations/ exemptions for students with disabilities appearing at the Class VIII and Class IX Examinations (for both Phase I & II) for the current academic session 2025.

You are requested to:

1. Identify all eligible students with disabilities enrolled in your institution.
2. Ensure submission of application with relevant disability certificate.
3. State the specific accommodation/exemption required by the student during the examination.
4. Ensure that teachers give/conduct alternate activities/assignments suitable for students with disabilities for internal assessment in subjects where practical tasks are involved.
5. E-mail the application at
cwsnclass8@gmail.com for Class VIII and
cwsnclass9@gmail.com for Class IX

The application should be submitted 2 (two) months ahead of the examination (every academic year).

The rules relating to students with disabilities is attached for your reference, which is also uploaded in the Board's portal www.nbsenl.edu.in.

Non-compliance may lead to delays in extending necessary support and provisions for students with disabilities. Your cooperation in this matter is essential to ensure inclusive education for all.

(Rangumbuing Nsarangbe)

Secretary & Chairperson (Addl. Charge)

NO.NBE-29/Ad-PWD/2025-26/1102


Dated Kohima, the 16th April, 2025

A. Copy for information and necessary action:

1. All Heads of Registered Institutions.
2. All DEOs/Sr.SDEOs/SDEOs, Nagaland.

B. Copy for information:

1. The Commissioner & Secretary to the Government of Nagaland, Department of School Education & SCERT, Kohima.
2. The State Mission Director, Samagra Shiksha, Nagaland, Kohima.
3. The Principal Director, School Education, Nagaland, Kohima.


16.4.2025
(Rangumbuing Nsarangbe)

Secretary & Chairperson (Addl. Charge)

RULES RELATING TO STUDENTS WITH DISABILITIES

1. Candidature :

- i. Students with disabilities who are pursuing formal schooling and appearing at the Board's examinations but require additional facilities shall seek prior permission from the Board.
- ii. Students with disabilities who are not pursuing formal schooling but are desirous of appearing and requiring additional facilities at the Board's examination shall satisfy the following conditions before seeking permission:
 - a. that they are unable to join an institution or there are such other reasons compelling them to appear at the examination as a private candidate.
 - b. that the head of an institution is willing to assess the internally assessed areas and subjects of the candidate.

2. Submission of application:

The application with necessary documents must be submitted to the Board 2(two) months ahead of the examination for Classes VIII, IX and XI and for HSLC and HSSLC while filling up the Examination Application Form. It should be forwarded by the school in which one is studying or the institution that is willing to assess the internally assessed areas and subjects (refer **Annexure-A**).

The students with disabilities must clearly indicate their present address and specify the nature of his/her needs at the time of applying with supporting documents.

3. Issuing Authority of Medical Certificate:

The medical certificate issued by the following agencies/organizations will be considered for granting concessions to students with disabilities -

- i. Disability Certificate issued by Medical Authorities/ Hospitals notified by States and Union Territories as Competent Certifying Authority.
- ii. Certificates granted through the Unique Disability Identity Card portal, Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment.
- iii. The disability certificate issued by the competent authority at any place shall be accepted.
- iv. The proforma of the certificate regarding physical limitation for an examinee to write is in **Annexure-B**.

4. Exemptions and concessions:

i. Facility of Reader:

Provision of reader will be allowed to Candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016, but the role of such person will be limited to reading of question paper only.

ii. Facility of Scribe:

Candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016 are permitted to use a scribe. The role of such person will be to only read out the questions and then write down the answers dictated by the candidate.

iii. Compensatory Time:

Candidates with disabilities are allowed compensatory time.

For paper of 3 hours duration – 60 minutes

For paper of 2 hours duration – 40 minutes

Compensatory time may change relative to duration of examination, which will be notified by the Board.

iv. Appointment of Scribe/Reader and related instructions:

- a. Request for scribe/reader should be submitted to the Board by the candidate through the Head of the Institution with specific recommendation by the authorized competent Medical Authority.
- b. The Board shall verify the authenticity of the case before permission is granted for any exemption/concession. The exact nature of exemption/concession to be given shall be notified to the centre/school only after verification.
- c. The candidate shall have the discretion of opting for his own scribe/reader or request the examination centre for the same.
- d. In case, the scribe/reader is provided by the Examination Centre/school, the qualification of the scribe should not be more than the minimum qualification of the examination.
- e. In case, the candidate is allowed to bring a scribe, he/she should not be related to the examinee. The qualification of the scribe should be a student of a class lower than the candidate taking the examination. The candidate should submit the details of the scribe/reader as per the proforma in **Annexure-C**.
- f. Candidates will be allowed to change scribe/reader in case of emergency. The candidate shall be allowed to take more than one scribe/reader for writing different subjects. However, there can be only one scribe/reader per subject.
- g. The school shall forward to the Board, a report giving full particulars of the candidate and of the scribe/reader.
- h. The centre/school shall arrange a suitable room(s) for the candidate for whom a scribe/reader is allowed and appoint one invigilator to supervise his/her examination.
- i. A Certificate of Appreciation will be given to those who act as scribe/reader for a candidate with disabilities.

5. Other General instructions/facilities:

- i. To facilitate easy access, the Board will allot accessible examination centres to the candidates with disabilities.

- ii. The centre Superintendent(s) are directed to send the answer books of the students with disabilities separately.
- iii. Computer/laptop will be allowed as per the actual need and skill of the student with disabilities, duly supported by certificate issued by an authorized competent Medical Authority recommending use of computer facility for writing the examination citing the ground on which recommendation had been made. Such permission shall be subject to the following -
 - a. Use of computer shall be limited to only for typing the answers and for viewing the questions in enlarged font size.
 - b. The concerned candidate shall bring his/her own computer/laptop and shall not have any internet connection.
 - c. The centre/school shall allow such candidate after an inspection by the computer teacher and the same teacher may do the monitoring of the use of computer during the examination. The candidate will have to report an hour in advance to the centre/school to complete the inspection of the computer/laptop.
 - d. For such concession, prior permission from the Board shall be taken with the specific recommendation by the competent authority.
 - e. The centre/school shall ensure adequate power supply and a printer to print the answer scripts of the candidates with disabilities.
 - f. Responsibility for use of computer shall rest on the candidate and Board shall not be liable for any consequences arising out of any mis-happenings on account of use of computer.
- iv. Relaxation in attendance up to 50% may be considered for candidates with disabilities who are unable to attend school for prescribed days. Such recommendations with attendance details must come from the Head of the school of the candidate along with supporting certificate from an authorized competent Medical Authority.

6. Fee:

Examination fee for classes VIII, IX, X, XI and XII will not be charged from Candidates with disabilities as defined in the Rights of Persons with Disabilities Act, 2016.

7. Exemptions in Subjects/Flexibility in choosing subjects:

- i. Class VIII- Candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016 will be exempted from third language.

ii. Class IX, X- Candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016 will have to study English as a compulsory subject and will have the option of choosing any 4(four) subjects from the following group of subjects:

Group I: Social Sciences, Mathematics, Science, Alternative English /MIL (Tenyidie, Ao, Sumi (Sütsah), Lotha, Hindi, Bengali)

Group II: Any one - Sixth subject (Foundation of Information Technology, Music, Book Keeping & Accountancy)
- Vocational Subject (Information Technology Enabled Services, Tourism & Hospitality, Retail, Healthcare, Beauty & Wellness, Electronics & Hardware, Multi Skill Foundation Course).

N.B.: Exemptions in subjects/flexibility in choosing subjects may change depending on the subjects offered by the Board.

iii. Class XI, XII- Candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016 will be given separate question paper containing questions based on practical components in lieu of practicals in Physics, Chemistry and Biology subjects.

Alternate questions will be given for the visually impaired candidates in lieu of questions with visual inputs in History, Geography and Economics.

iv. Classes VIII, IX, X - Alternate questions will be given for the visually impaired candidates in lieu of questions with visual inputs in English, Science and Social Sciences subjects.

In subjects where internal assessment involves practical tasks, school/ teacher may give alternate activities/assignments suitable for students with disabilities.

v. Students undergoing physio-therapeutic exercises shall be treated as equivalent to Physical and Health Education course of the Board.

N.B.: Tabular summary of exemptions for candidates with disabilities as defined in The Rights of Persons with Disabilities Act, 2016 is given in Annexure-D.



Advisory to schools as per the Guidelines of Inclusive Education of Children with Disabilities:

- i. Schools should demonstrate inclusive practice for education to children with disabilities.
- ii. Schools should ensure that no child with disabilities/special needs is denied admission in mainstream education.
- iii. Schools should monitor enrollment of disabilities/special needs students and keep updated data of such children in their schools.
- iv. Schools should make the infrastructure and school premises disabled friendly/barrier free, including hostels, libraries, laboratories, toilets, etc.
- v. Schools should provide support through assistive devices to students with disabilities, wherever possible.
- vi. Schools/teachers should modify teaching methodologies and revisit classroom organization to meet the needs of all children including children with disabilities.
- vii. Schools should conduct or send the teachers for training in inclusive education.



(Sample)

Principal/Headmaster/Headmistress
(School name and address)

Sub: Availing exemption as provided for Students with disabilities.

Sir/Madam,

My ward/son/daughter with the following particulars is a student of your school:

1. Name:

2. Class: Section: Roll No:

3. Nature of disability:

It is requested that the following exemption(s) may be granted:

a.

b.

The details of Scribe are as under:

Name:

Age:

Qualification:

Address:

Date:

(Signature of Parent)

Name:

Email:

Contact No:

Address:

Enclosure:

Medical Certificate



**CERTIFICATE REGARDING PHYSICAL LIMITATION IN AN EXAMINEE
TO WRITE (Suggestive)**

This is 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//D/o _____ a student of _____ (School name & address) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature
Chief Medical Officer/ Sr. Medical Officer /Medical Superintendent of a
Government health care institution

Name & Designation
Name of Government Hospital/Health Care Centre with seal

Place:

Date:

Note:

Certificate of disability should be issued by an authorized competent Medical Authority.



(Sample)

LETTER OF UNDERTAKING FOR USING OWN SCRIBE

I, _____ a student of _____
(name of the school), S//D/o _____ bearing Roll no.
_____ will be appearing _____ examination at
_____ (name of the centre).

I, do hereby state that _____ (name of the scribe) will provide the service of scribe/reader for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/her 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 and claims relating to this examination.

(Signature of the candidate with disability)

Place:

Date:



TABULAR SUMMARY OF EXEMPTIONS

1. Physical Disability-A. Locomotor Disability

Sl. No	Disability-wise exemptions to disabled students in Board's Examinations	1A(a) Leprosy cured person	1A(b) Cerebral palsy	1A(c) Dwarfism	1A(d) Muscular Dystrophy	1A(e) Acid Attack Victims
1.	Relaxation of attendance (on request)	Yes	Yes	Yes	Yes	Yes
2.	Flexibility in choosing subjects	Yes	Yes	Yes	Yes	Yes
3.	Exemption in studying third language (Class VIII)	Yes	Yes	Yes	Yes	Yes
4.	Examination through computers	Yes	Yes	-----	Yes	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes	Yes	-----	Yes	Yes
6.	Scribe and compensatory time in case of hand dysfunction	Yes	Yes	Yes	Yes	Yes
7.	Examination room on ground floor/separate room	Yes	Yes	Yes	Yes	Yes
8.	In subjects where practical are involved, alternate question paper of the same marks are provided	Yes	Yes	Yes	Yes	Yes
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes	Yes	Yes	Yes	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.

2. Any other physical disability due to any other condition or incident not mentioned above, resulting in significant locomotor disability, which is assessed and certified by an Authorized Competent Medical Authority, shall be given the exemptions.



1. Physical Disability – B. Visual Impairment

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	1B(a) Blindness	1B(b) Low vision
1.	Relaxation of attendance (on request)	Yes	Yes
2.	Flexibility in choosing subjects	Yes	Yes
3.	Exemption in studying third language (Class VIII)	Yes	Yes
4.	Examination through computers	Yes	Yes
5.	Permitting assistive devices during examination (with doctor's advice)*	Yes	Yes
6.	Reader/scribe and compensatory time	Yes	Yes
7.	Examination room on ground floor/separate room	Yes	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	Yes	Yes
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.

* The Board shall assess the individual needs of the students and the devices they have access to.



1. Physical Disability – C. Hearing Impairment

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	1C(a) Deaf	1C(b) Hard of hearing
1.	Relaxation of attendance (on request)	Yes	Yes
2.	Flexibility in choosing subjects	Yes	Yes
3.	Exemption in studying third language (Class VIII)	Yes	Yes
4.	Examination through computers	----	----
5.	Permitting assistive devices during examination (with doctor's advice)	Yes	Yes
6.	Reader/Scribe and compensatory time	Yes	Yes
7.	Examination room on ground floor/separate room	Yes	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	Yes	Yes
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.



1. Physical Disability – D. Speech and language disability

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	ID Speech and language disability
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	---
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.



2. (a) Specific learning disabilities

Sl. No	Disability-wise exemptions to disabled students in Board's Examinations	2(a) Specific learning disabilities - Perceptual disabilities Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia, Developmental aphasia
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical are involved, alternate question paper of the same marks are provided	Only for dyspraxia
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.

2. Besides the conditions/disorders mentioned above, any other condition/ disability assessed and certified by an Authorized Competent Medical Authority shall be given the exemptions.

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2. (b) Autism spectrum disorder

Sl. No	Disability-wise exemptions to disabled students in Board's Examinations	2(b) Autism spectrum disorder
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical are involved, alternate question paper of the same marks are provided	Yes*
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

** If the student's locomotor functions are affected by the autism.*

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.



2. (c) Intellectual Disability

Sl. No	Disability-wise exemptions to disabled students in Board's Examinations	2(c) Intellectual Disability
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes *
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical are involved, alternate question paper of the same marks are provided	Yes #
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

* Only if comorbidity with other impairment that requires use of assistive devices.

If the student's impairment hinders locomotion and/or movement.

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.



3. Mental behaviour

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	3 Mental illness
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	----
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.



4. Disability caused due to – (a) Chronic neurological conditions & (b) Blood disorder

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	4(a) i. Multiple sclerosis ii. Parkinson's disease	4(b) i. Haemophilia ii. Thalassemia iii. Sickle cell disease
1.	Relaxation of attendance (on request)	Yes	Yes
2.	Flexibility in choosing subjects	Yes	Yes
3.	Exemption in studying third language (Class VIII)	Yes	Yes
4.	Examination through computers	Yes	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes	Yes
6.	Reader/scribe and compensatory time	Yes	Yes
7.	Examination room on ground floor/separate room	Yes	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	Yes	Yes
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes	Yes

- N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.
2. Besides the conditions/disorders mentioned above, any other condition/disability assessed and certified by an Authorized Competent Medical Authority shall be given the exemptions.

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5. Multiple disabilities

Sl. No.	Disability-wise exemptions to disabled students in Board's Examinations	5 Multiple disabilities
1.	Relaxation of attendance (on request)	Yes
2.	Flexibility in choosing subjects	Yes
3.	Exemption in studying third language (Class VIII)	Yes
4.	Examination through computers	Yes
5.	Permitting assistive devices during examination (with doctor's advice)	Yes
6.	Reader/Scribe and compensatory time	Yes
7.	Examination room on ground floor/separate room	Yes
8.	In subjects where practical/visual inputs are involved, alternate question paper/questions of the same marks are provided	Yes
9.	Exemption of examination fees for IX/X/XI/XII Examinations	Yes

N.B : 1. Definition of various disabilities may be seen from The Right of Persons with Disabilities ACT, 2016.

