

Policy for Students with Disabilities

1. INTRODUCTION

1.1 Air University is committed to a policy of equal opportunities for persons with disabilities to pursue their higher studies in a conducive environment and to ensure accessibility for the disabled to higher education with provision of disabled friendly campuses and classrooms.

1.2 Persons with disabilities include those who have long-term physical, mental, intellectual or sensory impairments that in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.

1.3 This policy aims at working towards creating an environment in which all individuals are able to participate fully in the academic and social life offered by the Air University.

2. DEFINITION OF DISABILITY

2.1 This policy recognizes that "disability" covers a wide range of impairments including physical and mobility difficulties, hearing and visual impairment, and specific learning disabilities including, medical conditions and mental health problems.

3. SCOPE OF THE POLICY

3.1 This policy applies to all the students of the Air University with disabilities. This policy is equally applicable to all students with disabilities associated with Air University including enrolled students, prospective students and students that acquired disability during their course of study.

4. POLICY STATEMENT

4.1 The policy recognizes that persons with disabilities are valuable human resource for the University and seeks to create an environment that provides them equal opportunities, protection of their rights and full participation in University life. The focus of the policy shall be on the following:

4.1.1 To comply with the statutory obligations in a progressive/phased manner.

4.1.2 To recognize the University's obligations to take all reasonable steps to enable students with disabilities to avail the opportunities available to other students.

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4.1.3 Air University will endeavor to provide equal opportunities in all extracurricular activities including sports, clubs and societies to the students with disabilities by all reasonable means to remove barriers and obstacles in this context.

4.1.4 The University will provide focused support and counseling to students with disabilities to enable them to achieve excellence in the academic and career plans.

5. PROCEDURES

5.1 ADVERTISEMENT OF POLICY

5.1.1 Publicizing the facilities available for specially-abled students at Air University on all digital platforms such as website, portals, prospectus etc

5.1.2 Awareness campaign for all, on specially-abled students at orientation

5.2 DECLARATION OF DISABILITIES

5.2.1 A person certified as a disabled person from the National/Provincial Council for the Rehabilitation of Disabled Persons or carrying a Computerized National Identity Card (CNIC) with the disability logo.

5.2.2 The documentation provided should be specific and:

1. State the impairment, mental health or medical condition.
2. Indicate whether the Disability is permanent, temporary, or fluctuating.
3. Outline the impact on the student.

5.2.3. Special need assessment will be done through a qualified medical professional during admission process.

5.3 SPECIAL ADVISORY COMMITTEE

5.3.1 Under the leadership of the Director Students Affairs the University will establish a Special Advisory Committee comprising of 3-5 members from faculty, staff and volunteers from student body, which will be responsible for ensuring that the policy is communicated effectively and is being fully implemented in their area.

5.3.2 The members of the Special Advisory Committee will be designated by the Vice Chancellor of the University.

6. DISABILITY SERVICES

6.1 Students with disabilities shall have access to disability advice and support services that will include:

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1. Arrangements of Medical Facility including Psychological Counseling.
2. Provision of non-medical assistance such as note-takers/scribes, readers, lecture recordings and enablers.
3. Academic Counseling shall be provided whenever required/requested
4. Access & inclusion to financial aid services such as fee discounts or scholarships.
5. Provision of learning aids such as high-tech computers capable to run heavy screen reading software, Braille, headphone, video cameras, video conferencing, computers, scanners, braille embosser, Braille Magazines, Audio Books/Tutorials, Books-Scanning, speakers, tape recorders, class printed notes, and wheel chairs as per requirements of the students.
6. Provision of textbooks available in large print versions, e-books, or media with closed captioning, audio versions - that may be more accessible for students with disabilities. University's library will be equipped with standard textbooks in alternate formats, or should make them available on request.
7. Ensuring the teachers and staff are aware of the usage of learning aids & facilities being provided to disabled students. Teacher training programs will be undertaken to train faculty and staff on best practices for accommodating students with disabilities.
8. Access & inclusion to transport, on-campus accommodation. Access and assistance in libraries, laboratories, cafeterias and sports centers through provision of ramps and lifts etc
9. Making necessary arrangements to cater to individual/special learning needs in light of disability assessment report. For instance, provision of wheel chairs in parking area, building wheelchair ramps outside each academic and administration block, building separate wash rooms etc
10. Accommodating students with disability while preparing time tables, class schedules, assigning class rooms and examination centers

7. ADMISSIONS

7.1 The University will ensure that applicants declaring a disability have full information about the support available so that they may make an informed choice regarding the optimal place for their studies.

7.2 Applicants who have declared a disability on their application form should be consulted about their needs.

7.3 Potential Students will be provided assistance throughout the admission process, they will be properly guided during admission test/interview, course registration etc

8. EXAMINATIONS

8.1 Alternate arrangements for examinations will be recommended after considering standard practices that redress the impact of a student's disability on their performance in examinations.

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8.2 These may include adjustments such as:

1. Extensions of time (25-100 per cent extra time depending on the student's need)
2. Use of assistive technology
3. A separate room if needed
4. Use of reader, scribe or computer where necessary
5. Alternative formatting of exam papers
6. Negotiation of an alternative assessment.

8.3 Requests for an alteration to assessment conditions must be approved by Director Exams, Special Advisory Committee and course instructor.

9. BUDGET ALLOCATION

9.1 Air University shall allocate a special fund/budget to support services for students with disabilities, and annually contribute sufficient funds therein through exclusive budgetary provision

10. MANAGING COMPLAINTS

10.1 A proper grievance handling mechanism will be devised by Director Students Affairs for potential students.

10.2 A dedicated team will be notified for grievance handling. The team will ensure to complete the communication loop and report the case proceedings to the competent authority.

10.3 The members of the team will be designated by the Vice Chancellor of the University.

11. CONVOCATION

11.1 The University shall make every effort to ensure that students with disabilities are able to fully participate in convocations and enjoy their day along with all their fellow graduates.

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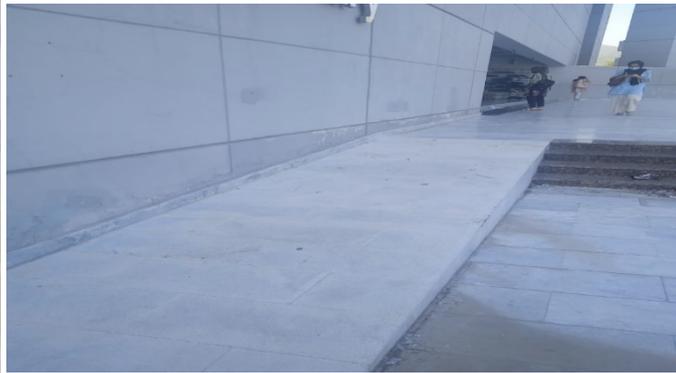
Air University Main Campus

Campus facilities for disable, special needs and or maternity care



1. Ramps Provided for handicapped Peoples to easily access to Building (Air University, Islamabad)

2. Accessible toilet (Air University, Islamabad)



3. Ramps Provided for handicapped Peoples to easily access to Building (Air University, Islamabad)

4. Access to Library for handicapped (Air University, Islamabad)

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The Purpose for attaching above mentioned Snaps to present the facilities for handicapped persons at Air University.

1. The installation of ramps to provide handicapped individuals easy access to classrooms and offices.
2. The installation of a lift for handicapped people to provide easy access to any class room on any floor level.
3. Air University has also constructed all of the building floors at the same level, with no steps to cause handicapped people discomfort.
4. The provision of an English water closet in the washroom area for people with disabilities.

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Campus facilities for disable, special needs and or maternity care at AU Kamra Campus

- Wheel Chair Ramps
- Lifts at all floors



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