

# Policy for Students with Disabilities at ITU

## 1. Purpose

Information Technology University in compliance with HEC's directive is committed to the objective that no one should be denied access to higher education in Pakistan, which includes ensuring that people with disabilities have equal opportunities to access and attain higher education.

This policy is adopted from the HEC policy as it is, and ITU ensures compliance with all the requirements prescribed by the HEC.

## 2. Scope

This policy is applicable to all students with disabilities at ITU, including enrolled students, prospective students and students that acquire disabilities during their studies.

The term "Disability Certificate" means the disability certificate issued for persons with disabilities from the National/Provincial Council for the Rehabilitation of Disabled Persons or a CNIC with a disability logo or proof of registration in NADRA's database as a 'special person', which is a fundamental requirement for securing benefits and gaining access to all facilities provided by the university for persons with disabilities.

## 3. The Accessibility Committee and Disability Coordinators

ITU has constituted an Accessibility Committee to deliberate on matters related to persons with disabilities and has appointed members from the faculty and staff as Disability Coordinators. Students with disabilities may approach these coordinators through email given below for assistance, queries, or to provide feedback.

[accessibility@itu.edu.pk](mailto:accessibility@itu.edu.pk)

The name and contact details of the Disability Coordinators are displayed on the website of the University.

### 3.1. **Roles and Responsibilities of the Disability Coordinators:** The Disability Coordinators shall be responsible for the following:

- i. To be a point of liaison between the Accessibility Committee and students with disabilities including connecting students with disabilities to the Accessibility Committee for determination of their accommodation requirements;
- ii. Guide and advise students with disabilities interested in seeking admission and enrollment at the university on the facilities and accommodations available.

#### **4. Admissions-Related Matters**

**4.1. Application Process:** Before applying for admission, students with disabilities are encouraged to visit the university and its website to assess the suitability of the premises and its surroundings. ITU ensures that applicants have full information about the support available and can request additional accommodations as needed. The following are the details of the process that must be followed with respect to admissions:

- i. The admission application form includes a section where students can provide information and details about their disability. Applicants are required to provide attested copies of a Disability Certificate in order to secure benefits and access to all facilities provided by the university for persons with disabilities.
- ii. In order to facilitate students with disabilities, the University allows the entire application process to be completed online, eliminating the need for multiple campus visits.
- iii. It is important to note that there shall not be any adverse impact on the application of a prospective student based on his or her disclosure of a disability. The application will be processed in the same manner as other applications, without any discrimination on the basis of the disclosed disability.
- iv. Students with disabilities can request special arrangements for entrance tests or interviews as per their needs.
- v. The Disability Coordinators and the student may mutually discuss and decide on any special requirements, if needed (including those needed for mid- term or final examinations) and accommodations at the start of the academic session and share them with the Accessibility Committee if its support is needed.

#### **5. Grievances**

Any grievances pertaining to disability services available at the university or any complaint by a student with disability concerning discrimination, abuse or mistreatment by another student, staff or faculty will be submitted to the Disability Coordinators.