



## Policy for Differently Abled Candidates

### Procedure for Granting of Facility of Extra Time to Differently Abled Candidates in Institute of Actuaries of India Examinations

Physically/Visually Challenged candidates appearing in the Institute of Actuaries of India Examinations requiring writer's help/extra time are requested to adopt the following procedure:

#### Documents required with the application.

1. Handwritten application in candidate's own handwriting. In case candidate cannot write, then their representative may write on behalf of the candidate stating their relationship with the candidate
2. Certified true copy of the Doctor's Certificate (Civil Surgeon of Government hospital or of above level) stating that the disability is of permanent nature and its description.
3. Certified true copies of the permission granted (if any) by the State higher secondary board/university towards his/her 10+2 or degree examinations he/she has appeared.
4. Full size (Post card) photograph attested by the member of the Institute or by a Gazetted officer indicating name of the candidate on the photograph itself.
5. Two colour passport size photographs taken within last 3 months for concession card.
6. Supporting document of educational qualification etc of the writer (If any).

A minimum of half an hour shall be granted for diseases/disability subject to the approval of the application.

The application should reach the Institute before the closing date of the receipt of examination application form of the Institute.