

NAAC CRITERION- 7

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation Measures

DISABLED FRIENDLY BARRIER FREE ENVIRONMENT

Scribe for Writing Exam:

There is a provision for allowing scribes for needed students to attend the examination.



Fig.1. Disabled Student given assistance for writing examination

Dr.D.SENTHIL KUMARAN, M.E., Ph.D., (MCA)
Principal
SSM Institute of Engineering and Technology
Kutratupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.

ANNA UNIVERSITY

Off:

22301632, 22357244
22357295, 22357296
22357286, 22357287
91-44-22301134/22350291



ANNA UNIVERSITY

CHENNAI 600 025

Office of the Controller of Examinations

Ref No: 92 / COE / 36 / 2022

From

The Controller of Examinations,

Anna University,

Chennai - 600 025

Off:

22301632, 22357244
22357295, 22357296
22357286, 22357287

Fax:

91-44-22301134

E-mail:

coe@annauniv.edu

Date: 13.07.2022

To

The Principal,

SSM Institute of Engineering and
Technology,

Dindigul - 624 002

Sub: Office of the Controller of Examinations - Anna University, Chennai - 25
B.E. (Civil Engineering) Examinations during April - May 2022 - Scribe facilities
granted to Mr. Gokul V. B.E. (Civil Engineering) student of SSM Institute of
Engineering and Technology, Dindigul - Reg.

Ref: 1. Your Lr. No. SSM/ITAU/COE/024 June 2022, dated 08.07.2022, from the
Principal, SSM Institute of Engineering and Technology, Dindigul.

It is informed that Mr. Gokul V with Reg.No. 922121103002, B.E.(Civil Engineering) is
permitted to write the II Semester Theory and Practical examinations in April - May 2022 with
the assistance of Ms. M. Amutha, Assistant Librarian as per your request in reference cited to
act as a Scribe on the basis of Medical Certificate produced as a special case. The Guidelines in
respect of the appointment of a scribe and the related procedures are noted below.

1. The scribe should be a person who should not be well versed with the subject. It is
enough if the scribe is a person who can just carry out what all the examinee dictates.
2. He/She may be a non-teaching staff of the College.
3. The scribe must be suggested by the Chief Superintendent for approval of the
University on the above condition.
4. The candidate and the scribe must be seated in a separate hall at the home of the
student and the Principal must supervise them.
5. A fee of Rs.500 - is to be collected for each subject from the candidate and it may be
handed over to the scribe towards remuneration.

P. Senthil Kumar
13.07.2022
CONTROLLER OF EXAMINATIONS /c

Copy to:

1. The Zonal Officer, Zone - XV

2. The student through the Principal, SSM Institute of Engineering and Technology,

Dindigul - 624 002

3. Ms. M. Amutha, Assistant Librarian, SSM Institute of Engineering and Technology,

Dindigul.



Dr.D.SENTHIL KUMARAN, M.E., Ph.D., (PUC)

Principal

SSM Institute of Engineering and Technology

Kuttathupatti Village, Sindalagundu (Po),

Palani Road, Dindigul - 624 002.



ANNA UNIVERSITY
CHENNAI 600 025
Office of the Controller of Examinations

OFF
Fax:
E-mail:

22 3016 32, 22 35 2244
22 35 2295, 22 35 2296
22 35 2288, 22 35 2261
91-44-22 3011 14
coe@annauniv.edu

Date: 13/07/2022

LT No. 92/1 COE/C36/2022

From

The Controller of Examinations,
Anna University,
Chennai - 600 025.

To

The Principal,
SSM Institute of Engineering and
Technology,
Dindigul - 624 002.

Sir,

Sub: Office of the Controller of Examinations - Anna University, Chennai - 25
B.E.(Civil Engineering) Examinations during April/ May 2022 - Scribe facilities
granted to Mr. Gokul V. B.E.(Civil Engineering) student of SSM Institute of
Engineering and Technology, Dindigul - Reg.

Ref: 1. Your Lr. No. SSMIE/TAU/COE/024/June 2022, dated 08.07.2022, from the
Principal, SSM Institute of Engineering and Technology, Dindigul.

* * * *

It is informed that Mr. Gokul V with Reg.No. 922121103002, B.E.(Civil Engineering) is
permitted to write the II Semester Theory and Practical examinations in April/ May 2022 with
the assistance of Ms. M. Amutha, Assistant Librarian as per your request in reference cited to
act as a Scribe on the basis of Medical Certificate produced as a special case. The Guidelines in
respect of the appointment of a scribe and the related procedures are noted below.

1. The scribe should be a person who should not be well versed with the subject. It is
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3. The scribe must be suggested by the Chief Superintendent for approval of the
University on the above condition.
4. The candidate and the scribe must be seated in a separate hall at the home of the
student and the Principal must supervise them.
5. A fee of Rs.500/- is to be collected for each subject from the candidate and it may be
handed over to the scribe towards remuneration.

Copy to:

1. The Zonal Officer, Zone - XV.

The student through the Principal, SSM Institute of Engineering and Technology,
Dindigul - 624 002.

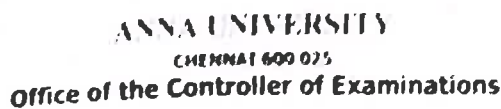
Ms. M. Amutha, Assistant Librarian, SSM Institute of Engineering and Technology,
Dindigul.

P. Jeyaraj
13.07.2022
CONTROLLER OF EXAMINATIONS/c

G. Jeyaraj
12/7/22



D.D.SENTHIL KUMARAN, M.E., Ph.D., (NUS)
Principal
SSM Institute of Engineering and Technology
Kottathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.



100

72351517, 72351745
72351746, 72351746
72351748, 72351748
91-04-72351748
72351748, 72351748

Date of birth: 1925

15 Nov 0221 001.0 36 2022

The Controller of Examinations,
Anna University,
Chennai - 600 025.

The Principal,
SSM Institute of Engineering and
Technology,
Dindigul - 624 602

21

Sub. Office of the Controller of Examinations - Anna University, Chennai - 25
B.E.(Civil Engineering) Examinations during Nov-Dec 2021 - Scribe facilities
granted to Mr. Gokul V. B.E.(Civil Engineering) student of SSM Institute of
Engineering and Technology, Dindigul - Reg.

Ref: 1. Your Lr. No. SSMIET/AU/COE/006/Feb 2022, dt: 21.2.2022.
2. This office Lr. No. 9221/COE/036/2022 – 6533, dt: 02.03.2022.
3. Your Lr. No. SSMIET/AU/COE/006/March 2022, dated 08.03.2022, from the Principal, SSM Institute of Engineering and Technology, Dindigul

P.

In continuation of this office letter cited. It is informed that Mr. Gokul V with Reg.No. 922121103002, B.E.(Civil Engineering) is permitted to write the Ist Semester Theory and Practical examinations in Nov/Dec 2021 with the assistance of Ms. M. Amutha, Assistant Librarian as per your request in reference cited to act as a Scribe on the basis of Medical Certificate produced as a special case. The Guidelines in respect of the appointment of a scribe and the related procedures are noted below.

1. The scribe should be a person who should not be well versed with the subject. It is enough if the scribe is a person who can just carry out what all the examinee dictates.
2. He/She may be a non-teaching staff of the College.
3. The scribe must be suggested by the Chief Superintendent for approval of the University on the above condition.
4. A fee of Rs.500/- is to be collected for each subject from the candidate and it may be handed over to the scribe towards remuneration.

07 / m 09/03/2022

CONTROLLER OF EXAMINATIONS

Copy to:

1. The Zonal Officer, Zone – XV.
 2. The student through the Principal, SSM Institute of Engineering and Technology,
 Pondicherry - 624 002.
 3. M. M. Anantha, Assistant Librarian, SSM Institute of Engineering and Technology,
 Dindigul.

2/9/22

29/03/22



D.L.D. SENTIL KUMAR, M.E., Ph.D.,
Principal
SSM Institute of Engineering and Technology
Kattathupatti Village, Sindalagundu (Poi),
Palani Road, Dindigul - 624 002.



Dr.D.SENTHIL KUMARAN, M.E.,
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.



For
SSM Institute of Engineering and Technology
Kuttathupatti
Palani Road

Handwritten signature in green ink.



Form - IV
Disability Certificate
(In cases other than those mentioned in Forms II and III)

NAME AND ADDRESS OF THE
MEDICAL AUTHORITY
ISSUING THE CERTIFICATE:



Dr. D. Senthil Kumaran
M.B.B.S., M.S. (Gen. Surg.)
Reg. No. 8624
Govt. Head Quarters Hospital,
Dindigul

Certificate No. _____

Date _____

This is to certify that I have

Shri/Smt./Kum. V. DIOKUL

son/wife/daughter of Shri Vellaisamy

Date of

Birth : 21/12/2003 Age _____ years, male/female Male

(DD / MM / YY)

Registration No. _____ permanent resident of House No. 10/B

Ward/Village/Street Ukkul Nilas Post-Office Ukkul Nilas District

Tamil Nadu State Tamil Nadu whose photograph is affixed
above, and am satisfied that he/she is a case of Locomotor Disability. His/her
extent of permanent physical impairment/disability has been evaluated as per guidelines
(to be specified) and is shown against the relevant disability in the table below:-

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical Impairment/mental disability (in %)
1	Locomotor Disability	@	<u>Longitudinal CP</u>	<u>100%</u>
2	Low Vision	#		
3	Blindness	Both eyes		
4	Hearing Impaired	£		
5	Mental Retardation	X		
6	Mental Illness	X		

(Please strike out the disabilities which are not applicable)

FORM 410-B-4.00.000 (1) 24.9.2014 (HCL-11)



Dr. D. SENTHIL KUMARAN, M.B.B.S., Ph.D. (MUS)
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002

Dr. D. SENTHIL KUMARAN, M.B.B.S. (MUS)
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002

2. The above condition is progressive / non-progressive / likely to improve / not likely to improve

3. Reassessment of disability is :
(i) not necessary.

Or

(ii) is recommended/ after _____ years _____ months, and therefore
this certificate shall be valid till _____
(DD) (MM) (YY)

- @ e.g. Left/Right/both arms/legs
e.g. Single eye/both eyes
£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

V. SOKULL

Signature/Thumb Impression of the
Person in whose Favour disability
Certificate is issued



(Authorized Signatory of notified Medical
Authority (Name and seal)
(Counter signature and seal of the
CMO/Medical Superintendent/Head of
Government Hospital, in case the
Certificate is issued by a medical authority
who is not a government servant (with
seal)

Dr.D.SENTHIL KUMARAN, M.E., Ph.D., (Roo),
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.

Dr.J.SIVAKUMAR, M.B.B.S., D.O.,
Asst. Surgeon
Reg. No : 86266
Govt. Head Quarters Hospital,
DINDIGUL - 1.



SSM Institute of Engineering and Technology Dindigul - 624 002

Accredited by NAAC

(Approved by AICTE & Affiliated to Anna University, Chennai)

Dr.D.Senthil Kumaran, B.E.,M.E.,Ph.D
Principal

SSMIET/AU/COE/007/Feb/2022

Date: 21.02.2022

To

Dr.M. Venkatesan, Ph.D.,
The Controller of Examinations,
Anna University,
Chennai - 600 025.

Sir,

Sub: Profile of Scribes in respect of disable candidate V.GOKULL (Reg.No.922121103002)
1st semester B.E Civil Engineering - reg.

We herewith enclose the panel of scribe's profile for the candidate V.GOKULL(Reg.No.922121103002) 1st semester B.E Civil Engineering who applied for want of scribe to write Theory and Practical courses in Nov. / Dec. 2021 and April / May 2022 University Examinations. Kindly do the needful in this regard.

The panel of scribe's,

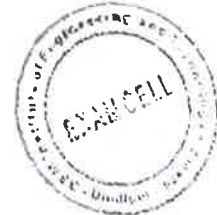
Sl. No	Name	Qualification	Designation
1	Ms. M.Amutha	DTED	Assistant Librarian
2	Mrs.M.Umavathi	BSC	Lab Technician
3	Mr. M.M.Mayilvahanan	DME	

Thank you

PRINCIPAL

Dr.D.SENTHIL KUMARAN, M.E., Ph.D., ANUSI
Principal

SSM Institute of Engineering and Technology
Zattathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.



Dr.D.SENTHIL KUMARAN, M.E., Ph.D., ANUSI
Principal
SSM Institute of Engineering and Technology
Zattathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.

Dindigul - Palani Highway, Dindigul - 624 002.

Ph: 0451 - 2448800-2448899 (100 lines) Fax: 0451-2448855 E-mail: ssmietdgl@gmail.com www.ssmiet.ac.in



SSM Institute of Engineering and Technology Dindigul - 624 002

Accredited by NAAC

(Approved by AICTE & Affiliated to Anna University, Chennai)

Dr.D.Senthil Kumaran, B.E.,M.E.,Ph.D
Principal

SSMIEE/AU/COE/006/Feb/2022

Date: 21.02.2022

To

Dr M. Venkatesan, Ph.D.,
The Controller of Examinations,
Anna University,
Chennai - 600 025.

Sir,

Sub: Requesting of approval for the appointment of scribe in respect of the disability candidate
V.GOKUL (Reg. No. 922121103002) 1st semester B.E Civil Engineering -reg.

We wish to bring your kind notice that the disability candidate V.GOKUL(Reg.No.922121103002) is admitted in the 1st semester B.E Civil Engineering in the academic year 2021-2022 in our college and he is not able to write his Theory and Practical courses in Nov./Dec. 2021 and April/May 2022 University Examinations.

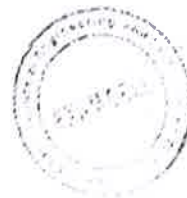
In this connection we request you to kindly approve the candidate to write his exams using scribe for all Theory and Practical courses in Nov./Dec. 2021 and April/May 2022 University Examinations.

Thank you

ADL
21/2
PRINCIPAL

Dr.D.SENTHIL KUMARAN, M.E. Ph.D.(MUS)
Principal

SSM Institute of Engineering and Technology
Kottapatti Village, Kottapattinallur P.O.
Palani Road, Dindigul-624 002.



Encl:

1. Student request letter
2. Medical certificate for disability
3. Photo of the candidate with disability

Dindigul - Palani Highway, Dindigul - 624 002

Ph: 0451-2448899, 2448877 (100 lines) Fax: 0451-2448855 E-mail: smiee@ssmiedugroupmail.com / www.ssmiet.ac.in



ADL
Dr.D.SENTHIL KUMARAN, M.E. Ph.D.(MUS)
Principal
SSM Institute of Engineering and Technology
Kottapatti Village, Kottapattinallur P.O.
Palani Road, Dindigul - 624 002.

Scribe Request

From,

V. Gokul, S/o. Vellaisamy.

I/CIVIL

SSMIET, DINDIGUL

To

Vice Chancellor,
Anna University
Chennai.

Through

PRINCIPAL/SSMIET

Through

The Principal,
SSM Institute of Engineering & Technology,
Dindigul.

Respected sir,

Sub: Request for availing of scribe - Reg.

I am physically challenged candidate,
and cannot write examination on my own. I request
you to kindly permit me to appear for the
examinations with a scribe. My details are given below.

Name: V. GOKUL

Course: I BE

Institution: SSM IET - 9221

May be permitted

[Signature] 23/12/21

Encl.:

Xerox copy of certificate regarding disability

Date: 23/12/2021

[Signature]

D.D.SENTHIL KUMARAN, M.E., Ph.D. (TUS)
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.



Yours faithfully,
V. GOKUL.

[Signature]

DR.D.SENTHIL KUMARAN, M.E., Ph.D.
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (Po),
Palani Road, Dindigul - 624 002.