ASSESSMENT REPORT FORMAT

B.A.S.L.P.

REHABILITATION COUNCIL OF INDIA
A Statutory Body of Department of Empowerment of Persons with Disabilities,
Ministry of Social Justice and Empowerment, Govt. of India
B-22, Qutab Institutional Area, New Delhi-110016
2025

ASSESSMENT REPORT
B.ASLP (New & Extension proposal)

Section- I
1. General Information

1.1 Name of the program being inspected:………………………………………….Online Proposal ID No.:…………………………..

In case of Extension: Previous Approval Letter No…………………………Date…………………Sanctioned seats:……………………

1.2 Date of Assessment: …………………………………… Time of Assessment: ……………………………………………………….

1.3 Name, Address with longitude & latitude coordinated & Website of the institute:………………………………………….

  (where inspection is carried out)……….

1.4 Name of the Head of the Institution: ……………………………………………… Mob. ………………… e-mail: …………………………

1.5. Name of the Principal/Head/Course Coordinator (Informant should be from Audiology and Speech Language

Pathology discipline):……………………………………………………………Rehab. Qualification………………………………………

CRR Number…………………Mobile No…………………………..Email……………………………………………………………………

1.6. Nature of Management: (Please tick)

Central Govt.: ☐ State Govt.: ☐ Govt. University: ☐ Deemed/Pvt. University: ☐ Society/Trust: ☐

If Society/Trust Registration No: ………….……Date of Registration: ………………Date of Renewal: ………………………………

1.7 NOC issued in the name of {Society/Trust/Pvt. University (if applicable)} …………………………………………………………

NOC issued for Course................................. NOC No. ....Date of Issue ....…..Valid till………………

1.8 Registered under RPwD Act 2016: Yes/No

If yes, Certificate issued in the name & address……………………………………………………………………………………………………

……………………………………………………………Date of Registration ……………………………………Valid upto…………………………..

1.9 Name(s) of the other RCI recognized programs being offered:………………………………………………………………………
(attach a copy of the manpower submitted to RCI for each program)
…………………………………Approval Status……………………………………………………Sanctioned Intake………………………………

1.10 Details of all programs being offered at the same campus (other than RCI recognized) …………………………………….

……..

1.11 Name of the affiliating University:……………………………………………………………………………………………………….

1.12 Registration in National Scholarship Portal with Registration No. and Date (Applicable for extension proposal):

1.13 AISHE Code (Applicable for extension proposal):……………………………………………………………………………………

*NOC, RPwD Certificate and Geotagging are mandatory requirement.

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

A 1 Academic Infrastructure (Building)*(Please refer norms as prescribed in the respective syllabus)*										
A.1E	**Essential**									
Sl.	Items	Require ment (Sq.ft)	Availa ble	Points for Matching with the Norm					Raw Score (A)	Weigh tage (B)	Score (AxB)
				(4) 100% or above	**(3)** 80% or above	**(2)** 60% or above	**(1)** 40% or above	**(0)** Less than 40%			
1.1	**Classrooms: (*01Room for each batch of 20 students @10 square feet per student + 20sq.ft for the teacher: 360sq.ft*)**										
	Classroom 1										
	Classroom 2										
	Classroom 3										
	Calculate average of the above between 0-4 and put under raw score (A)									8	
1.2	**Seminar hall (space to accommodate 50% of total strengths)-1***									4	
1.3	**Computer lab/ multipurpose hall (space to accommodate 50% of total strengths)**									3	
1.4	**Library (space to accommodate 30% of staff and students of the institute at any given time)**									2	
1.5	**Room for reception where patients are registered-01**	10x10								1	
1.6	**Staff room-01**	20x20								1	
1.7	**Faculty room (Preferably individual room for each faculty)-01**	10x10								1	
1.8	**Academic/Administrativ e office-01**	10x10								1	
1.9	**Principal's Office-01**	10x10								1	
1.10	**Separate Toilet for Boys, Girls, Staff & Clinical Population**									1	
1.11	**Barrier Free Environment (classroom, toilet, drinking water facility)**									1	
1.12	**Overall impression of Building with respect to Space, Furniture, Fixture, Lighting, Ventilation**			**(4)** Excellent	**(3)** Good	**(2)** Average	**(1)** Poor			1	
									Total		

Note: Classrooms/rooms include adequate furniture, fixtures lighting facility and ventilation as per requirement.
If any inadequacy please make remark below:

B.	Desirable									
Sl.	Items	Actual Size	Points based on the Facility supporting the Course					Raw Score (A)	Weightage (B)	Score (AxB)
			(4) More than Requirement	**(3)** As per Requirement	**(2)** Less than Requirement	**(1)** Negligible	**(0)** Not Available			
1.13	**Space for Recreation and sports**								2	
1.14	**Hostel for trainees**								2	
1.15	**Staff quarters**								1	
									Total	

Remarks (specify Sl. No. for which the remark is made):

*600 sft is only for one programme. If case of additional programme, two programme 1200sft, three programme-1800sft, & so on.

#Proportionate increase in size/number is required in all items other than 1.9

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

A 2 Library Infrastructure and Services (Please refer to the prescribed Syllabus/Assessment Manual)

A.2E	Essential										

Sl	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
				(4) 100% or above	**(3)** 80% or above	**(2)** 60% or above	**(1)** 40% or above	**(0)** Less than 40%			
2.1	**Textbooks**									10	
2.2	**Reference Books**									6	
2.3	**Journals**									4	
2.4	**Computer with Internet**			**(4)** Available and Used		**(2)** Available but not Used		**(0)** Not Available		4	
2.5	**Professional Management of Library Services**			**(4)** Available and Used		**(2)** Available but not Used		**(0)** Not Available		2	
2.6	**Provision & Maintenance of Records Related to Use of Library Services**			**(4)** Available and Used		**(2)** Available but not Used		**(0)** Not Available		2	
2.7	**Accessibility**			**(4)** Available and Used		**(2)** Available but not Used		**(0)** Not Available		2	
								Total			

In case of online subscription of books, journals and periodicals, the period of subscription must be valid through the assessment period.

B.	Desirable							

Sl	Items	Actual Status	Points based on the Facility supporting the Library			Raw Score (A)	Weightage (B)	Score (AxB)
			(4) Available and Used	**(2)** Available but not Used	**(0)** Not Available			
2.8	**E-publications**						2	
2.9	**Reading Room Facility**						3	
					Total			

Remarks (specify Sl. No for which the remark is made):

During offline/on-site inspection photographs with Latitude & Longitude coordinates related to the library resources room showing the facilities to be fetched from application/Self-appraisal report and during online inspection these parameters should be shown and recorded.

(Signature of Visiting Expert 1) (Signature of Visiting Expert 2)

A 3 Inclusive Community Promotional Programs (Must be verified with documentary proof such as Reports, Photographs, News Clippings)

A.3E	Essential								
Sl	Items	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
		(4) 100%	**(3)** 80%	**(2)** 50%	**(1)** 40%	**(0)** No Activity			
3.1	**Sensitization / Awareness program (02 Per Year)**							8	
3.2	**Early identification program / Promotion of Inclusion (01 per Year)**							4	
3.3	**Development of Audio-Visual/Resource Material for Public Education / Parent Empowerment (01 per Year)**							3	
							Total		

B.	Desirable							
	Items (Must be verified with documentary proof such as Reports, Photographs, News Clippings)							
Sl	Items	**(4)** Having Own	**(2)** In Collaboration	**(1)** Participated when other organize	**(0)** No Activities	Raw Score (A)	Weightage (B)	Score (AxB)
3.4	**Community Based Services as a long period outreach activities**						5	
3.5	**Exhibition**						5	
						Total		

Remarks:

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

A 4 Faculty Development and Research (Please refer syllabus/ Assessment Manual)
(Must be verified with documentary proof such as Reports, Photographs, News Clippings, etc.)

A.	Essential								
Sl	Items	Points for Matching with the Percentage of faculty involved					Raw Score (A)	Weight age (B)	Score (AxB)
		(4) 100%	**(3)** 80% or above	**(2)** 60% or above	**(1)** 40% or above	**(0)** Less than 40%			
4.1	**Paper Presentation in Workshop/ National Conferences / Seminars by Core Faculties (one by each faculty per year)***							10	
4.2	**Participation in Workshop / Seminars / Conferences/ Symposium by core faculty (one by each faculty per year)***							5	
4.3	**Chapter / Books/Manuals/Articles Published by Core Faculties(one in two years by any faculty)***							6	
4.4	**Publications (National & International) Indexed Journals by Core Faculties (one per faculty)***							6	
4.5	**Overall Impression on Institute Participation in Faculty Development and Research Activity**	**(4)** Excellent	**(3)** Good	**(2)** Average	**(1)** Poor			3	
						Total			

*During the period of assessment.

B.	Desirable					
4.6	**Seminars /Workshops /symposia/ CRE /Pre-CRR Organized by Institute (at least one per year)***	**(4)** Yes		**(0)** No	4	
4.7	**Development of Digital Learning Resources/Web-based learning resources(at least one per year)***	**(4)** Yes		**(0)** No	3	
4.8	**Writing/Translation of Course Related Materials in Hindi/ Regional Language(one in five years by any faculty)***	**(4)** Yes		**(0)** No	2	
4.9	**Projects- (at least oneby any faculty)***	**(4)** Yes		**(0)** No	1	
				Total		

*During the period of assessment.

Remarks:

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

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A 5 Institutional Achievement

(Documentary evidences of all above parameters shall be enclosed. Do not give score in case of documentary proof not available)

Sl. No	Credentials (Desirable)	Yes	No	Maximum Score	Score Obtained
1	Experience of the Institute in the area of Disability Rehabilitation more than ten years			**5**	
2	Experience of the Institute conducting RCI approved courses more than ten years			**5**	
3	Number of consecutive permanent approval (05 years) from RCI more than two times for a course			**5**	
4	Achievement of the Institute – State level recognition by Govt.			**5**	
5	Achievement of the Institute – National Level recognition by Govt.			**5**	
6	State Level Govt. recognition to any of the Employee working not less than 05 years			**10**	
7	National Level Govt. recognition to any of the Employee working not less than 05 years			**10**	
8	International Collaboration			**10**	
9	NAAC Accreditation (A and above)			**10**	
10	NIRF Ranking (1 to 100)			**15**	
				Total	

Remarks:

(Signature of Visiting Expert 1)　　　　　　　　　　　　　　　　(Signature of Visiting Expert 2)

B 1 Human Resources *(Please refer norms as prescribed in the respective syllabus)*								
A.	**Essential**								

Sl.	Name & designation	Mention Eligibility/ Experience as per Norm	Actual Qualifica tion/Exp erience	RCI CRR No. & validity	Scores		Raw Score (A)	Weighta ge (B)	Score (AxB)
					(4) (Eligible as per Norm)	**(0)** (Not Eligible)			
1.1	**Full Time Core Faculty- 05 and 04 clinical staff for 20 students, and 07 Faculty and 06 clinical staff for 40 students (core faculty strength should be increased in proportionate as stipulated in BASLP syllabus and assessed accordingly): These numbers are exclusive for one program, and faculty requirement for additional programs should be seen over and above these requirements.**								
	Professor- SLP& Audiology- 1**								
	Associate Professor- SLP& Audiology-1**								
	Associate Professor- SLP & Audiology-01								
	Assistant Professor- SLP-01								
	Assistant Professor- SLP-01								
	Assistant Professor- Audiology-01								
	Assistant Professor- Audiology-01								
	Speech Pathologist - Gr. I-01								
	Speech Pathologist - Gr. I-01**								
	Speech Pathologist - Gr. II-01								
	Audiologist - Gr. I-01								
	Audiologist - Gr. I-01								
	Audiologist - Gr. II-01								
	*Calculate average of the above between 0-4 and put under raw score (A) **Applicable only when assessment is undertaken for 40 seats.							28	
1.2	**Allied Faculty (part time) 06 .(CRR No. is not applicable for allied faculty)**								
	Asst. Prof in Cl. Psychology-01								
	Asst. Prof in Electronics-01								
	Asst. Prof in Otolaryngology-01								
	Asst. Prof in Linguistics-01								
	Asst. Prof in Statistics-01								
	Asst. Prof in Neurology-01								
	*Calculate average of the above between 0-4 and put under raw score (A)							3	
1.3	**Supporting Staff**-Technical-05(Part time or consultancy) (CRR No. not required except ear mould technician)								
	Earmold technician-01								
	Bio-medical technician-01								
	Computer technician-01								
	Library & Information Officer or Assistant-01								
	*Calculate average of the above between 0-4 and put under raw score (A)							3	
1.4	**Supporting Staff**-Administrative (Full time or part-time):03								
	Secretary – Academics-01								

	Secretary – Clinic-01								
	Secretary – Admin-01								
	*Calculate average of the above between 0-4 and put under raw score (A)							3	
1.5	Salary structure and designation of core human resources in par with the UGC norms	Yes **(4)**		No **(0)**				3	
							Total		

Remarks (specify Sl. No for which the remark is made):

B.	**Desirable**								
Sl.	Items	**(4)** All Faculty	**(3)** 75% of Faculty	**(2)** 50% of Faculty	**(1)** 25% of Faculty	**(0)** None	Raw Score **(A)**	Weightage **(B)**	Score **(AxB)**
1.6	Experience of the Core Faculty More than Prescribed years							8	
1.7	Additional Rehabilitation Qualification / Research Qualification of the Core Faculty (Ph.D.)							4	
1.8	Provision for retention and promotional avenues for the Faculty& Staff through as per RCI norms.	Yes **(4)**			No **(0)**			3	
								Total	

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

B 2 Clinical Infrastructure (refer to B.ASLP syllabus)

A.	Essential									
Sl.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
				(4)100% or above	(3) 80% or above	(2) 60% or above	(1) 40% or above	(0) Less than 40%			
2.1	Laboratory / Clinic (Min 300 sq.ft.) For detailed specifications, refer the respective syllabus									5	
2.2	Tools & Equipment as prescribed in syllabus									5	
2.3	Test material/Raw Material as prescribed in syllabus									5	
2.4	Room for case, history, diagnostic room and interviews-04 for intake of 20 students/batch	8x8								1	
2.5	Speech Lab for diagnostic purpose.-01	15x15								2	
2.6	Recording room (Sound proof)-01	8x8								1	
2.7	Speech Therapy Rooms/ cabins (completely partitioned/sound isolated)-04 for intake of 20 students/batch	8x8								2	
2.8	Two room audiometric suite with control and test room situation. (Sound Proof ANSI 1977)- 01for intake of 20 students/ batch	10x16								2	
2.9	Room for hearing fitting-01	10x10								1	
2.10	Earmold lab & hearing aid repairing lab-01	10x10								1	
2.11	Electrophysiological test room-01	10x15								1	

*Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available

2.12	Information, Communication, Technology			(4)*	(3)*	(2)*	(1)*	(0)*		2	
2.13	Accessibility			(4)*	(3)*	(2)*	(1)*	(0)*		2	
								Total			

Remarks (specify sl. No for which the remark is made):

B.	Desirable							
Sl.	Items	Actual Status	Points based on the Facility supporting the School			Raw Score (A)	Weightage (B)	Score (AxB)
			(4) Available & Used	(2) Available but not Used	(0) Not Available			
2.14	Development of indigenous products such as tools/ tests/ protocol tools/ equipment						10	
2.15	Clinical Infrastructure available for other disabilities						5	
					Total			

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

B 3 Clinical Services {The participating institution must have a clinical load of a minimum of 1280 new and 2560 follow up therapy cases in the first year: 1280 new and 2560 follow up therapy cases in the second year and, in addition to this, 1280 new and 2560 follow up therapy cases in the third year for diagnosis, management and rehabilitation of persons with speech, language, hearing and swallowing disorders in clients of all age group from infancy to geriatrics 8 (4 group of clients 4x2)x20(No. of students)x4(four age group)}. New cases and follow up cases to be increased proportionally for 40 seats.

A.	Essential										
Sl.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
				(4) 100% or above	**(3)** 80% or above	**(2)** 60% or above	**(1)** 40% or above	**(0)** Less than 40%			
3.1	Number of the Clinical Cases (New)									7	
3.2	Therapy Cases/Follow up									7	
3.3	Clinical staff having valid RCI Registration									8	
3.4	Availability of Clinical Test Material / Equipment									4	
3.5	Variety of Clinical Population			**(4) ***	**(3) ***	**(2) ***	**(1)***	**(0) ***		4	
3.6	Use of Clinical Test Material / Equipment			**(4) ***	**(3) ***	**(2) ***	**(1)***	**(0) ***		4	
3.7	Accessibility in Clinical Set Up			**(4) ***	**(3) ***	**(2) ***	**(1)***	**(0) ***		3	
	* Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available										
3.8	Overall impression on Clinical Services			**(4)** Excellent	**(3)** Good	**(2)** Average	**(1)** Poor			3	
								Total			

Remarks (specify sl. No for which the remark is made):

B.	Desirable									
Sl.	Items	Actual Status	Points based on the Facility supporting the Clinic					Raw Score (A)	Weightage (B)	Score (AxB)
			(4) Well facilitated	**(3)** Facilitated	**(2)** Less Facilitated	**(1)** Negligible	**(0)** Not Available			
3.9	Attached to Hospital/Medical College								5	
3.10	Implementing Agency of Govt. Schemes/ADIP/ Empaneled professional								5	
					Total					

Remarks

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

B 4 Curricular Transaction (Only for Extension Proposal)

A.	Essential									

Sl.	Items (To be assessed based on observation and interaction with students and faculty members as well as verification of records)	Actual Status	Points as per observation & interaction					Raw Score (A)	Weight age (B)	Score (AxB)
			(4) Good	**(3)** Satisfactory	**(2)** Poor	**(1)** Very poor	**(0)** Not Available			
4.1	Academic calendar and time table								04	
4.2	Attendance of Students and Faculties based on Biometry								04	
4.3	Use of ICT in classroom teaching								04	
4.4	Supervision of practical components, Practical Records								08	
4.5	Field visits & its report								05	
4.6	Assignments / projects / seminar/case conference								04	
4.7	Students Progression: Continuous Assessment, Results of students								04	
4.8	Pre-CRR Status								02	
4.9	Overall impression of Curricular Transaction through interaction with students and faculty		**(4)** Excellent	**(3)** Good	**(2)** Average	**(1)** Poor			05	
						Total				

B.	Desirable							
4.10	Mentoring, Tutorial and Coaching Facilities			**(4)** Yes		**(0)** No		05	
4.11	Development of A-V/Accessible lessons by the faculty			**(4)** Yes		**(0)** No		05	
						Total		

Remarks (specify sl. No for which the remark is made):

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

Sl.No.	Parameters	Essential			Desirable	
		Max. Score	Obtained Score	%	Max. Score	Obtained Score
Summary of Scores for B. ASLP Programme (New Proposal)						
Part-A						
A1	Academic Infrastructure (Building)	100			20	
A2	Library Infrastructure and Services	120			20	
A3	Inclusive Community Development Programs	60			40	
A4	Faculty Development and Research	120			40	
A5	Institutional Achievement (Credential)				80	
		400			200	
Part-B						
B1	Human Resources	160			60	
B2	Clinical Infrastructure	120			60	
B3	Clinical Services	160			40	
		440			**160**	

Sl.No.	Parameters	Essential			Desirable	
		Max. Score	Obtained Score	%	Max. Score	Obtained Score
Summary of Scores for B.ASLP Programme (Extension Proposal)						
Part-A						
A1	Academic Infrastructure (Building)	100			20	
A2	Library Infrastructure and Services	120			20	
A3	Inclusive Community Development Programs	60			40	
A4	Faculty Development and Research	120			40	
A5	Institutional Achievement (Credential)				80	
	Total	**400**			**200**	
Part-B						
B1	Human Resources	160			60	
B2	Clinical Infrastructure	120			60	
B3	Clinical Services	160			40	
B4	Curriculum Transaction	160			40	
	Total	**600**			**200**	

(Signature of Visiting Expert 1)   (Signature of Visiting Expert 2)

Summarize your observation by mentioning 2 strengths and 2 weakness (if has) of the Training Institution. (Max 250 words)
Strengths:
Weakness:

Any other point :

Section V

Declaration

1. We hereby declare that the assessment undertaken by us is as per the guidelines and the format. The format is duly filled and complete in all respect.
2. We have followed the code and conducts as mentioned by the Council.
3. We undertake that if anything is found incomplete or incorrectly filled, then we may be removed from the panel of visiting expert or debarred.

Name	Designation & Full Address with Email ID & Contact Numbers	Signature with date