



सत्यमेव जयते



भारतीय पुनर्वास परिषद्

## **ASSESSMENT REPORT FORMAT**

### **Master of Science (Audiology) & Master of Science (Speech Language Pathology)**

**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**

## **JOINT ASSESSMENT REPORT (Fresh / Extension)**

### **Section-1**

#### **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:

1.13 AISHE Code:

**\*NOC, RPwD Certificate and Geotagging are mandatory requirement.**

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

**Section II**  
**M.Sc. (Audiology)/M.Sc. (Speech Language Pathology) Program**  
**Part-A**

<b>A 1 Academic Infrastructure (Building)</b> <i>(Please refer norms as prescribed in the respective syllabus)</i>											
<b>Essential</b>											
Sl. No.	Items	Requirement (Sq.ft)	Available	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%			
1.1	<b>Classrooms: (01Room for each batch of 12 students @10 square feet per student + 20sq.ft for the teacher:360sq.ft) (Requirement for more seats should be assessed accordingly)</b>										
	Classroom 1										
	Classroom 2										
	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/Administrative 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	
<b>Note:</b> Classrooms/rooms include adequate furniture, fixtures lighting facility and ventilation as per requirement. If any inadequacy please make remark below:											
<b>B Desirable</b>											
Sl.No.	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 & Services											
(Please refer to the prescribed Syllabus/Assessment Manual)											
Essential											
Sl. No.	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									15	
2.2	Journals									5	
2.3	Computer with Internet			(4) Available and Used	(2) Available but not Used	(0) Not Available				4	
2.4	Professional Management of Library Services			(4) Available and Used	(2) Available but not Used	(0) Not Available				2	
2.5	Provision & Maintenance of Records Related to Use of Library Services			(4) Available and Used	(2) Available but not Used	(0) Not Available				2	
2.6	Accessibility			(4) Available and Used	(2) Available but not Used	(0) Not Available				2	
Total											
<i>In case of online subscription of books, journals and periodicals, the period of subscription must be valid through the assessment period.</i>											
Desirable											
Sl. No.	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						
2.7	E-publications						2				
2.8	Reading Room Facility						3				
Total											
Remarks (specify sl. No for which the remark is made) :											
<p>During offline/on-site inspection photographs with Latitude &amp; 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.</p>											

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

A 3 Inclusive Community Development Programs (Must be verified with documentary proof such as Reports, Photographs, News Clippings)									
Essential									
Sl. No.	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	
Desirable									
Items (Must be verified with documentary proof such as Reports, Photographs, News Clippings)									
Sl. No.		(4) Having Own	(2) In Collaboration	(1) Participated when other organize	(0) No Activities	Raw Score (A)	Weightage (B)	Score (AxB)	(4) Having Own
3.4	Community Based Services							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.)									
Essential									
Sl. No.	Items	Points for Matching with the Percentage of faculty involved					Raw Score (A)	Weightage (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 by each faculty per year)*							6	
4.5	Overall Impression on Institute Participation in Faculty Development and Research Activity	(4) Excellent	(3) Good	(2) Average	(1) Poor			3	
Total									
Desirable									
4.6	Seminars /Workshops /symposia/ CRE /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 Languages(one in five years by any faculty)*		(4) Yes	(0) No				2	
4.9	Projects undertaken by faculty and/or students(at least one per year)*		(4) Yes	(0) No				1	
Total									
<b>* During the period of assessment</b>									
Remarks									

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

### 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					
<b>Remarks:</b>					

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)



## Part B

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

Essential										
Sl. No.	Name & designation	Mention Eligibility/ Experience as per Norm	Actual Qualification/Experience	RCI CRR No. & validity	Scores		Raw Score (A)	Weightage (B)	Score (AxB)	
					(4) (Eligible as per Norm)	(0) (Not Eligible)				
1.1	<b>Full Time Core Faculty- 04 and 01 clinical staff for 12 students {core faculty strength should be increased in proportionate as stipulated in M.Sc. (Audiology) /M.Sc. (Speech Language Pathology)syllabus}</b>									
	Professor -01									
	Associate Professor-01									
	Assistant Professor-01									
	Assistant Professor-01									
	Audiologist - Gr. I-01/ Speech Language Pathologist-Gr. I-01									
	*Calculate average of the above between 0-4 and put under raw score (A)							28		
1.2	<b>Allied Faculty and Allied Clinical Staff (Part time, refer syllabus) (CRR No. wherever applicable)</b>									
	Asst. Prof in Statistics-01									
	Asst. Prof in Linguistics-01 (for SLP)									
	Clinical Psychologist									
	Oto Laryngologist									
	Neurologist									
	*Calculate average of the above between 0-4 and put under raw score (A)							2		
1.3	<b>Supporting Staff-Technical-04</b>									
	Electronics Engineer									
	Bio-medical / Computer technician									
	Library & Information Officer									
	Library Assistant									
	*Calculate average of the above between 0-4 and put under raw score (A)							4		
1.4	<b>Supporting Staff-Administrative :03</b>									
	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			<b>Yes (4)</b>		<b>No (0)</b>			3	
	Total									

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

	Desirable								
Sl. No.	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							4	
1.7	Additional Rehabilitation Qualification / Research Qualification of the Core Faculty (Ph.D.)							8	
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 M.Sc. Audiology syllabus}											
Essential											
Sl. No.	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									7	
2.3	Test material/Raw Material as prescribed in syllabus									6	
2.4	Room for casehistory, diagnostic room and interviews-04 for intake of 12 students/batch	6x8								2	
2.5	Audiology Lab-01 for intake of 12 students/ batch	15x15								2	
2.6	Sound treated room-2 room situation-01 for intake of 12 students/ batch	16x10								2	
2.7	Earmold lab	8x8								2	
Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available											
2.8	Information, Communication, Technology			(4)	(3)	(2)	(1)	(0)		2	
2.9	Accessibility			(4)	(3)	(2)	(1)	(0)		2	
										<b>Total</b>	
Remarks (specify sl. No for which the remark is made) :											
Desirable											
Sl.No.	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						
2.10	Development of indigenous products such as tools/ tests/ protocol tools/ equipment						10				
2.11	Clinical Infrastructure available for other disabilities						5				
								<b>Total</b>			

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

B 2 Clinical Infrastructure (refer to M.Sc. Speech Language Pathology syllabus)											
Essential											
Sl. No.	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									7	
2.2	Tools & Equipment as prescribed in syllabus									7	
2.3	Test material/Raw Material as prescribed in syllabus									8	
2.4	Room for case, history, diagnostic room and interviews-04 for intake of 12 students/batch	8x8								2	
2.5	Speech Lab for diagnostic purpose-01 for intake of 12 students/batch	15x15								2	
2.6	Recording room (Sound proof)-01 for intake of 12 students/batch	8x8								2	
2.7	Speech Therapy Rooms/ cabins (completely partitioned/sound isolated)-04 for intake of 12 students/batch	8x8								4	
Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available											
2.8	Information, Communication, Technology			(4)	(3)	(2)	(1)	(0)		4	
2.9	Accessibility			(4)	(3)	(2)	(1)	(0)		4	
										<b>Total</b>	
Remarks (specify sl. No for which the remark is made) :											
Desirable											
Sl.No.	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						
2.10	Development of indigenous products such as tools/ tests/ protocol tools/ equipment						10				
2.11	Clinical Infrastructure available for other disabilities						5				
								<b>Total</b>			

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

<b>B3 Clinical Services {The participating institution must have a clinical load of a minimum of 960 new and 1920 follow up therapy cases in the first year: and in addition to this, 960 new and 1920 follow up therapy cases in the second year for diagnosis, management, and rehabilitation of persons with all types of hearing and balance related problems across life span)/ {The participating institution must have a clinical load of a minimum of 960 new and 1920 follow up therapy cases in the first year: and in addition to this, 960 new and 1920 follow up therapy cases in the second year). Please refer syllabus</b>											
<b>A. Essential</b>											
Sl. No.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weight age (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)	960								7	
3.2	Therapy Cases/Follow up	1920								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	<b>Overall impression on Clinical Services</b>			(4) Excellent	(3) Good	(2)Avera ge	(1) Poor			3	
										<b>Total</b>	
<b>Remarks (specify sl. No for which the remark is made) :</b>											
<b>B. Desirable</b>											
Sl. No.	Items	Actual Status	Points based on the Facility supporting the Clinic					Raw Score (A)	Weight age (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		
										<b>Total</b>	
<b>Remarks</b>											

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

B 4 Curricular Transaction (Only for Extension Proposal)										
Essential										
Sl. No.	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								05	
4.7	Students Progression : Continuous Assessment, Results of students								05	
4.8	Overall impression of Curricular Transaction through interaction with students and faculty		(4) Excellent		(3) Good	(2) Average	(1) Poor		05	
									Total	
Desirable										
4.9	Mentoring, Tutorial and Coaching Facilities			(4) Yes	(0) No				05	
4.10	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)

### Section C

Summary of Scores for M.Sc. Audiology/ M.Sc. Speech Language Pathology Program (New Proposal)						
Sl.No.	Parameters	Essential			Desirable	
		Max. Score	Obtained Score	%	Max. Score	Obtained Score
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	

Summary of Scores for M.Sc. Audiology/ M.Sc. Speech Language Pathology Program (Extension Proposal)						
Sl.No.	Parameters	Essential			Desirable	
		Max. Score	Obtained Score	%	Max. Score	Obtained Score
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	
B4	Curriculum Transaction	160			40	
		600			200	

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

**Section D**  
**Summary of Assessment**

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

**Strengths**

**Weakness**

**Any other point:**

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)



**Section E**  
**Declaration**

<p>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.</p> <p>2. We have followed the code and conducts as mentioned by the Council.</p> <p>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.</p>		
Name	Designation & Full Address with Email ID & Contact Numbers	Signature with date