

# **PROSPECTUS**

## **Certificate Course in Care Giving for Parents (CCCGP)**

### **Academic year 2025-26**

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राष्ट्रीय बौद्धिक दिव्यांगजन सशक्तिकरण संस्थान  
National Institute for the Empowerment of Persons  
with Intellectual Disabilities (Divyangjan)  
दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार  
Department of Empowerment of Persons with Disabilities (Divyangjan)  
Ministry of Social Justice & Empowerment, Govt. of India  
मनोविकास नगर, सिकंदराबाद/Manovikas Nagar, Secunderabad – 500 009



Activity	Date
Last Date for Receipt of Completed Applications at NIEPID, Secunderabad	19.08.2025
Admission Counselling	21.08.2025
Commencement of Classes	25.08.2025

## **NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN), SECUNDERABAD**

### **1.0 INTRODUCTION:**

The National Institute for the Empowerment of Persons with Intellectual Disabilities (Divyangjan), Secunderabad, formerly known as the National Institute for the Mentally Handicapped, is a registered society established in the year 1984 as an autonomous body under the Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Government of India. The Institute is an apex body having tripartite functions of training, research, and services in the field of Intellectual Disabilities in the country. NIEPID has regional centres at New Delhi/Noida, Navi Mumbai, and Kolkata.

#### **The objectives are:**

- Human resource development
- Research and development
- Development of models of care and rehabilitation
- Consultancy services to voluntary organizations
- Documentation and dissemination
- Extension and outreach programmes

For 40 years, the Institute has been making significant advances in building capacities to empower persons with Intellectual Disabilities. Based on the latest developments and recent trends in the field, the Institute strives to organize new programmes and foster innovations through research and development. National and international collaborations entered into by the Institute in its various activities reflect the global character of the organization.

The activities of NIEPID are planned in accordance with the mandates of the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD), the legislative acts, and the national policy promulgated for persons with disabilities. NIEPID strives to be an Institute of excellence, focusing on high standards in every aspect of its functioning to bring equality and dignity to the lives of persons with Intellectual Disabilities, which is endorsed by ISO 9001-2015 certification.

## **1.1 AIM**

The Certificate Course in Caregiving for Parents (CCCGP) aims to equip parents of persons with Autism, Cerebral Palsy, Intellectual Disabilities, and Multiple Disabilities with the knowledge, skills, and understanding necessary to provide high-quality, person-centered support.

## **1.2 GENERAL OBJECTIVES OF THE COURSE:**

The programme seeks to empower caregiver parents in the following areas:

1. Understanding the unique challenges, needs, and strengths of individuals with these specific disabilities.
2. Providing evidence-based strategies and best practices for supporting individuals in their daily lives, promoting independence, and fostering social, emotional, and cognitive development.
3. Training in effective communication techniques, including alternative and augmentative communication methods, to facilitate meaningful interactions with individuals who may have communication difficulties.
4. Equipping them with the skills to create and maintain safe, supportive, and inclusive environments that promote the well-being and participation of individuals with disabilities.
5. Fostering a deep sense of empathy, respect, and advocacy, enabling them to champion the rights and dignity of the individuals they support.
6. Facilitating collaboration and partnership between caregiver parents, family members, healthcare professionals, and other stakeholders to ensure a comprehensive and coordinated approach to care and support.

## **1.3 SCOPE OF THE PROGRAMME:**

To empower and recognize caregiving parents to fulfill their roles as trained caregivers with confidence, competence, and compassion, which will improve the quality of life of individuals with Autism, Cerebral Palsy, Intellectual Disabilities, and Multiple Disabilities.

## **2.0 ELIGIBILITY FOR ADMISSION**

Parents of persons with Autism, Cerebral Palsy, Intellectual Disabilities, and Multiple Disabilities who have passed the 10th Standard.

## **3.0 SELECTION:**

In order of merit based on the score obtained in the 10th Standard.

## **4.0 JOINING AND SUBMISSION OF CERTIFICATES:**

Selected candidates should join the course by the stipulated date. At the time of joining, the selected candidates must produce:

- (a) An undertaking to the effect that the admitted candidates will not discontinue the course.
- (b) A medical certificate of fitness.

## **5.0 NUMBER OF SEATS:**

As per RCI approval – 20 seats only.

## **6.0 DURATION:**

6-month course.

## **7.0 MEDIUM OF INSTRUCTION:**

The medium of instruction will be Hindi, English, and regional languages.

## **8.0 ATTENDANCE:**

Minimum 75% attendance in theory and practical classes is required as per RCI NBER guidelines. Working days are Monday to Friday. A 10% relaxation in attendance may be considered for illness, subject to submission of a valid medical certificate. All practical work and assignments must be completed and certified by faculty before the examination. The competent authority will make the final decision regarding exam eligibility.

Students must make up for attendance shortages before the final examinations; the Institute will not arrange extra classes. Applications from students with insufficient attendance will not be considered for hall tickets to the exams.

The Institute may cancel admission due to habitual absenteeism, poor attendance, lack of academic progress, or disinterest in the course. Examination procedures will follow Rehabilitation Council of India guidelines. Only those students with a minimum of 75% attendance are eligible for scholarships.

## **9.0 AWARD OF CERTIFICATE:**

Based on performance during the course and in the annual examination, successful candidates will be awarded the Certificate Course in Caregiving for Parents (CCCGP).

The minimum marks for passing the examinations will be 40% in each theory paper (internal and external separately) and 50% in each practical paper (internal and external separately).

Candidates scoring 75% and above will be awarded the Certificate Course in Caregiving for Parents (CCCGP) with distinction.

## **10.0 FEES:**

Parents of children with disabilities are provided free education; no fee will be collected. A caution deposit of Rs. 1,500/- will be collected at the time of admission and will be refunded upon successful completion of the course.

## **11.0 SUBMISSION OF APPLICATION BY SPEED POST OR BY HAND TO:**

### **Incharge, Academics**

National Institute for the Empowerment of Persons with Intellectual Disabilities  
(Divyangjan),  
Manovikasnagar,  
Secunderabad – 500 009.

*Note:* Original certificates deposited will not be released during the course, and students are advised to keep sufficient photocopies before submission of original certificates to the office at the time of admission. All students must submit the Transfer Certificate at the time of admission.



Application No.(office Use only)\_\_\_\_\_

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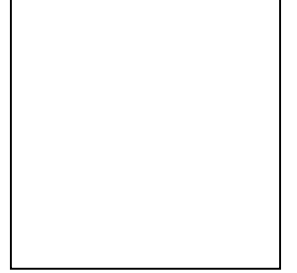
दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार  
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**Application form for Admission to CCCGP Course  
Session (2025-26)**



**PERSONAL INFORMATION**

Name of the Candidate (As per SSC Certificate)	
First Name	
Surname	
Father's Name (As per SSC Certificate)	
Mother's Name (As per SSC Certificate)	
Age	
Date of Birth (DD/MM/YYYY)	
Present Postal Address (IN BLOCK LETTERS)	
Email ID	
Mobile No.	
PIN Code	
Permanent Address (IN BLOCK LETTERS)	
Email ID	
Mobile No.	

PIN Code	
Blood Group	
Gender	
Aadhar Number	
Nationality	
Religion	
Caste (GEN/OBC/SC/ST/EWS)	
Sub Caste	
Disability (if any)	
Are you Parent/ Sibling of PwD	
If Yes, mention UDID number or UDID enrolment number	
State to which the Candidate Belongs	
Annual Income of Self/Parents/Guardian	

**Academic Details – 10th / SSC Equivalent**

Name of the School	
Year of Passing	
Subjects	
Percentage	
Medium of Marks	

**Academic Details – HSC / Sr. Sec. / Intermediate / 10+2 Equivalent**

Name of the College/University	
Year of Passing	
Subjects	
Percentage	
Medium of Marks	

**Any Other**

Name of the College/University	
Year of Passing	
Subjects	
Percentage	
Medium of Marks	

**Documents Attached (Please tick)**

Self Attested copy of SSC (Proof of DOB)	
Self Attested copy of Intermediate	
Self Attested copy of conduct certificate	
Proof of SC/ST/OBC status	
Certificate of Disability	
Any other	

**DECLARATION**

I hereby declare that all the information and documents furnished by me is true and correct to the best of my knowledge and belief. In the event of any information being found incorrect or misleading, my candidature shall be liable for cancellation for admission by NBER, RCI or concerned training institute at any stage.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Signature of the Candidate:** \_\_\_\_\_