Administer a questionnaire to undergraduate students (batch wise) to identify special needs by the Student Affairs Committee (SAC)

A summary of students with special needs to be prepared based on SAC reports, information received through other sources and kept with the class list in the Examination Unit.

(Student Affairs Committee, Mentors, Student Counselors are expected to establish close rapport with needy students)

A summary of special needs of students to be notified through official channels prior to examinations.

Dean Med/ SAR to inform Heads of departments about these needy students, to provide facilities adhering to faculty policy.