



UNIVERSITY OF ENGINEERING & TECHNOLOGY, PESHAWAR

QUALITY ENHANCEMENT CELL

University P.O. Box No. 814, Peshawar (Pakistan)

Tel: (091) 9222128 Ext -3169

E-mail: [dirqec@uetpeshawar.edu.pk](mailto:dirqec@uetpeshawar.edu.pk)

DIRECTOR

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No.83/QEC/2024

Dated. 25-09-2024

### NOTIFICATION

In pursuance of section 3.4 of the "Policy for Students with Disabilities at Higher Education Institutions in Pakistan 2021 (Amended)", the Vice-Chancellor is pleased to nominate the following two officials as Disability Coordinators with immediate effect:

1. Prof. Dr. Afzal Khan, Provost, UET, Peshawar
2. Dr. Amad Ullah Khan, Chief Proctor, UET, Peshawar.

As per section 3.4 of the said Policy, the name and contact details of the Disability Coordinators will be displayed on the website, prospectus, brochures, and student handbooks of the HEI and outside the Offices of Vice Chancellor and Registrar.

Further, the Roles and Responsibilities of the Disability Coordinators under section 3.5 of the Policy are enclosed herewith.

Director,  
QEC, UET Peshawar

Copy to:

1. All Deans, UET, Peshawar
2. The Registrar, UET, Peshawar
3. The Director Admissions, UET, Peshawar
4. The Convenor, Prospectus Committee, UET, Peshawar
5. The Manager, CMS, UET, Peshawar
6. The concerned Coordinators
7. PS to Vice Chancellor, UET Peshawar



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Roles and Responsibilities of the Disability Coordinators: The Disability Coordinators shall be responsible for the following:

- a. To be a point of liaison between the Accessibility Committee and students with disabilities including connecting students with disabilities to the Accessibility Committee for determination of their accommodation requirements;
- b. Guide and advise students with disabilities interested in seeking admission and enrollment at the HEI on the facilities and accommodations available and arrangeable at the HEI for persons with disabilities;
- c. Have regular, periodic meetings with enrolled students with disabilities and maintain records of these interactions. This practice should be used to assess any emerging needs the students may have and to decide the appropriate course of action to facilitate the student;
- d. Advise and facilitate enrolled students with disabilities during their studies on how to fulfill the administrative requirements of the institution and benefit from other services provided at the HEI such as accommodations, library, career counselling, extracurricular opportunities etc.
- e. Refer students with disabilities to the Accessibility Committee for arrangement of psychiatric counseling if a student requests or academic coaching whenever needed;
- f. Ensure that the students' access requirements are identified and made known to relevant faculty well ahead of commencement of classes;

  
- 09.2024

- g. Advise students with disabilities before the commencement of each semester or academic year on their course selection and learning activities entailed; and
- h. Seek and record information on access requirements of individual student with disability enrolled at the HEI.

For Detailed Policy of HEC (Please Visit )

<https://www.hec.gov.pk/english/services/universities/pages/policy.aspx>