

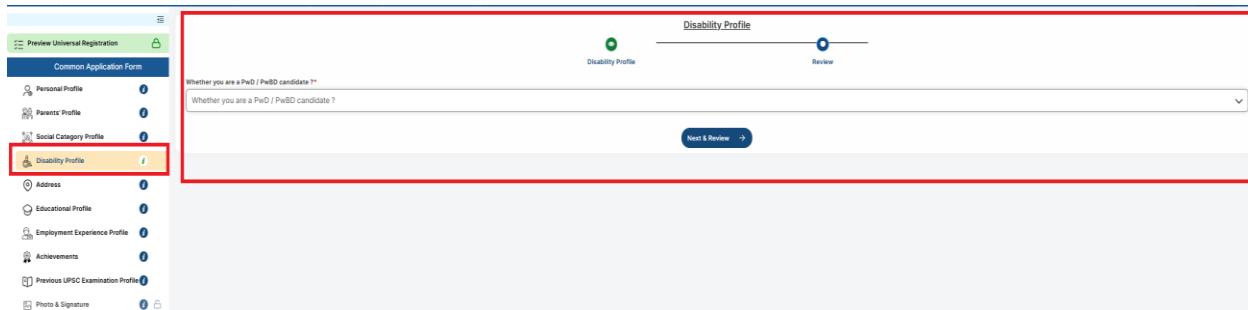
INSTRUCTIONS FOR FILLING THE DISABILITY PROFILE

Disability Profile

Note: Read the General Instructions before going through this document.

Step 1: Accessing the Disability Profile Module

1. Select "DisabilityProfile" from the menu.
2. You can also navigate to this profile later if you want to edit any information in your Disability profile.

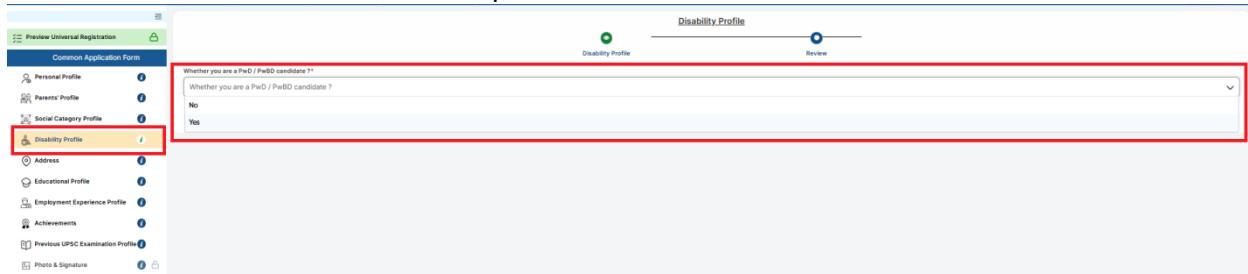


The screenshot shows the 'Common Application Form' interface. On the left, a sidebar lists various profile sections: Personal Profile, Parents' Profile, Social Category Profile, Disability Profile (which is highlighted with a yellow box), Address, Educational Profile, Employment Experience Profile, Achievements, Previous UPSC Examination Profile, and Photo & Signature. On the right, a main panel is titled 'Disability Profile' and contains a question: 'Whether you are a PwD / PwBD candidate ?*'. A dropdown menu is open, showing 'Yes' and 'No' options. A red box highlights the main content area of the right panel.

Steps 2: Fill the Disability Profile:

Answer whether you are a PwD/ PwBD candidate?

- Choose Yes or No from the dropdown.



The screenshot shows the 'Common Application Form' interface. The sidebar and main panel are identical to the previous screenshot, but the dropdown menu in the 'Disability Profile' panel is now closed, showing the selected 'Yes' option. A red box highlights the dropdown menu area.

 **If you choose "Yes", a question will appear:**

Candidate with a disability 40% or above?

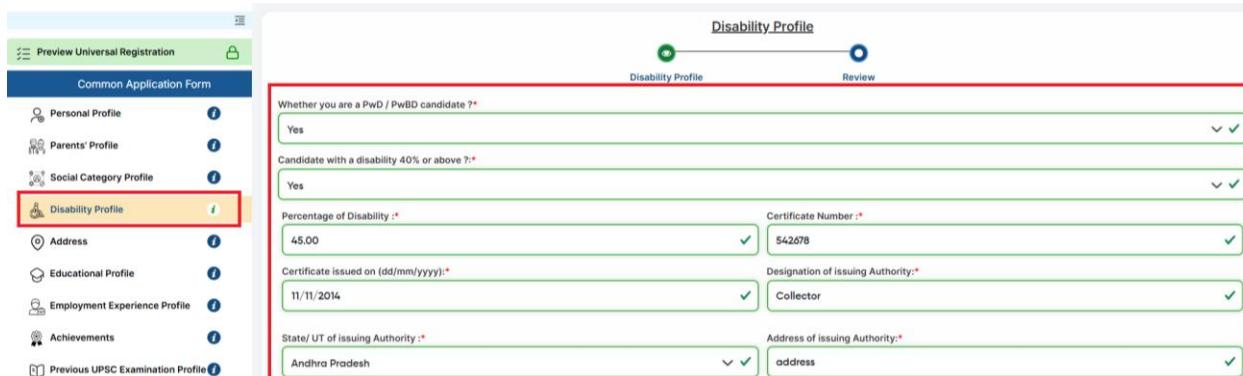
- Choose Yes or No



The screenshot shows the 'Common Application Form' interface. The sidebar and main panel are identical to the previous screenshots. The dropdown menu in the 'Disability Profile' panel is now closed, showing 'Yes'. Below it, a new question appears: 'Candidate with a disability 40% or above ?*'. A dropdown menu is open, showing 'No' and 'Yes' options. A red box highlights the second question and its dropdown menu.

Case 1: If you choose “Yes” in Candidate with a disability 40% or above, some more questions will appear:

- Percentage of Disability
- Certificate Number of your disability certificate
- Certificate Issued on (in dd/mm/yyyy format)
- Designation of issuing Authority
- State/UT of issuing Authority
- Address of issuing Authority



The screenshot shows the 'Disability Profile' section of the UPSC Universal Registration application. The 'Disability Profile' tab is highlighted with a red box. The form includes fields for 'Percentage of Disability', 'Certificate Number', 'Certificate issued on (dd/mm/yyyy)', 'Designation of issuing Authority', 'State/ UT of issuing Authority', and 'Address of issuing Authority'. All fields are filled with sample data and marked with green checkmarks.

Disability Type as per Disability Certificate issued by the District Medical Board:

- Select the appropriate type from the dropdown based on your certificate (e.g., Hearing Impairment, Locomotor Disability, etc.)

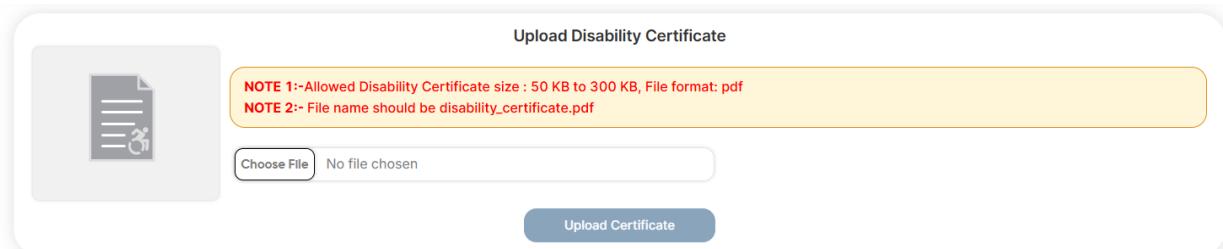
Once an option is selected, an additional field will be displayed.



The screenshot shows the 'Disability Type' section of the UPSC application. It includes dropdowns for 'Disability Type as per Disability Certificate issued by the District Medical Board' and 'Orthopedically Challenged (OC) / Locomotor Disability'. The 'One Arm (OA)' option is selected in the second dropdown.

Upload Disability certificate:

- Upload your Disability Certificate (pdf only)
- File size must be between 50 KB to 300 KB
- The file name should be disability_certificate.pdf



The screenshot shows the 'Upload Disability Certificate' interface. It includes a file input field with a placeholder 'Choose File' and 'No file chosen'. Below the input is a note: 'NOTE 1:- Allowed Disability Certificate size : 50 KB to 300 KB, File format: pdf' and 'NOTE 2:- File name should be disability_certificate.pdf'. A blue 'Upload Certificate' button is at the bottom.

Answer a few more Yes/No questions:

- Are you a PwBD candidate having a physical limitation to write?
- Do you have a UDID Card/Enrollment Number?
- Have you ever been recommended as a PwD/ PwBD candidate in any examination conducted by UPSC in the past?

Are you a PwBD candidate having a physical limitation to write*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Do you have a UDID(Unique Disability ID) Card/Enrollment Number*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Have you ever been recommended as a PwD/PwBD candidate in any examination conducted by UPSC in the past?*	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Declaration

- Tick the checkbox that says you declare the information provided is correct and you will provide documents whenever asked.

Declaration - I hereby declare that, the disability information provided by me is correct and I will produce relevant documents whenever asked.*

Next & Review →

Case 2: If you choose “No” in Candidate with a disability 40% or above, some more questions will appear:

- Percentage of Disability
- Choose Disability Type as per Disability Certificate issued by the District Medical Board:Once an option is selected, an additional field will be displayed.

Disability Profile

Disability Profile Review

Whether you are a PwD / PwBD candidate ?*

Yes

Candidate with a disability 40% or above ?*

No

Percentage of Disability :* Disability Type as per Disability Certificate issued by the District Medical Board:*

24 Orthopedically Challenged (OC)/ Locomotor Disability

Orthopedically Challenged (OC)/ Locomotor Disability:*

Cerebral Palsy (CP)

Answer a few more Yes/No questions:

- Are you a PwD candidate having a physical limitation to write?
- Do you have a UDID Card/ Enrollment Number?

If you selects “Yes” in this field, two additional fields will appear.

- I. Select Option(UDID Number/ Enrollment Number)
- II. UDID Number/ Enrollment Number

Are you a PWD candidate having physical limitation to write ?*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Do you have a UDID(Unique Disability ID) Card/Enrollment Number?*	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Select Option:*	Enrollment Number:*	
<input type="text" value="Enrollment Number"/>	<input type="text" value="564768787698790765465"/>	<input checked="" type="checkbox"/>

- Have you ever been recommended as a PwD/ PwBD candidate in any examination conducted by UPSC in the past?

If you select “Yes” in this field, some more fields will appear.

- Name of the Examination
- Roll Number
- Examination Year

Once you have filled in all the details, you need to click on “Add Recommended Examinations.”

Have you ever been recommended as a PwD/PwBD candidate in any examination conducted by UPSC in the past?*

Yes

No

- Upload the evidence, i.e., a valid and readable copy of the Recommended Disability Certificate
- The evidence has to be mandatorily uploaded in the document library module of this portal by the candidate.
- It will be subject to physical verification. The registration shall be cancelled, and all applications shall be rejected if incorrect evidence is uploaded.

Name of Examination:*	Roll Number:*	Examination year:*
<input type="text" value="Name of Examination"/>	<input type="text" value="Roll Number"/>	<input type="text" value="Examination year"/>

Add Recommended Exams

- After any such recommendation by the UPSC, were you ever found UNFIT/NOT RECOMMENDED by the Central Standing Medical Board or any other Medical Board constituted by the Government with regard to your physical disability?

If you choose “Yes” in this field, a new fields will appear

- Reason for being Unfit

Reason for being Unfit*

- Declaration:

Tick the checkbox that says you confirm the information is correct and you will provide documents if asked.



Declaration - I hereby declare that, the disability information provided by me is correct and I will produce relevant documents whenever asked.*

⊕ If you choose “No”, a question will appear:

- Have you ever been recommended as a PwD/PwBD candidate in any examination conducted by UPSC in the past?
- Have you ever been recommended as a PwD/ PwBD candidate in any examination conducted by UPSC in the past?

If you select “Yes” in this field, some more fields will appear.

- I. Name of the Examination
- II. Roll Number
- III. Examination Year

Once you have filled in all the details, you need to click on “Add Recommended Examinations.”

Have you ever been recommended as a PwD/PwBD candidate in any examination conducted by UPSC in the past? *

Yes No

Upload the evidence, i.e., a valid and readable copy of the Recommended Disability Certificate
The evidence has to be mandatorily uploaded in the document library module of this portal by the candidate.
It will be subject to physical verification. The registration shall be cancelled, and all applications shall be rejected if incorrect evidence is uploaded.

Name of Examination:*	Roll Number:*	Examination year:*
<input type="text" value="Name of Examination"/>	<input type="text" value="Roll Number"/>	<input type="text" value="Examination year"/>

Add Recommended Exams

After any such recommendation by the UPSC, were you ever found UNFIT/NOT RECOMMENDED by the Central Standing Medical Board or any other Medical Board constituted by the Government with regard to your physical disability?

If you choose “Yes” in this field, a new field will appear

- I. Reason for being Unfit

Reason for being Unfit*

Declaration
 Tick the checkbox that says you declare the information is correct and you will provide documents whenever asked.*

Step 3: Next and Review

- Once all details are filled correctly, click Next & Review to save and proceed.

Disability Profile	
<p>Whether you are a PwD / PwBD candidate ?</p> <p>Percentage of Disability</p> <p>Disability Type as per Disability Certificate issued by the District Medical Board</p> <p>Are you a PwD/pwBD candidate having physical limitation to write :-</p> <p>Do you have a UDID/Unique Disability ID Card/Enrollment Number?</p> <p>Have you ever been recommended as PwD/PwBD candidate in the examination conducted by UPSC in the past</p>	<p>Yes</p> <p>23</p> <p> <input checked="" type="radio"/> Orthopedically Challenged (OC)/ Locomotor Disability <input type="radio"/> One Arm (OA) </p> <p>No</p> <p>No</p> <p>No</p>
<input type="button" value="Edit"/> <input type="button" value="Submit"/>	

Note: After Successful Submission of “Disability Profile”:

- Once the “Disability Profile” is successfully submitted, proceed to fill out the "Address".
- Continue following the process by completing the subsequent sections as per the guidelines.