

REHABILITATION COUNCIL OF INDIA

GUIDELINES FOR SUBMISSION OF CRE REPORT

The Council supports CRE programmes on selected topics with the objective to upgrade the knowledge and skills of in service and practicing Rehabilitation Professionals and Personnel registered with RCI under Section 19 of the RCI Act of 1992 and to update the Professional knowledge of Master Trainers working in the field of Rehabilitation & Special Education. The Institutions conducting the CRE Programmes are required to submit certain documents/report after conduct of the CRE programme. However, it is felt that the Report submitted by the Institutions needs to be standardized for better monitoring and regulation of CRE programmes. Therefore, the following guidelines have been framed for submission of the CRE Report henceforth.

A. Resource Material

- i) Since one of the main objectives of the CRE Programmes is to be update and upgrade the knowledge and skills of professionals/personnel, latest updated information on the respective CRE topic (s) should be used as resource material and a copy of the same (both Hard and Soft Copy) should be sent with clearly mentioning the Topic/Title of the Lecture/Presentation with the name of Resource Person/Instructor/Faculty.
- ii) There is no word limit for the CRE resource material.
- iii) Write up on power point presentation in the text form should form part of the resource material sent with the Report. Photocopied material from books, journals, etc. need not be sent.
- iv) Reference list should be given at the end of the paper/presentation with complete bibliographical information in the standard format.

B. List of Participants: List of participants should be sent in the following format:

Sr.No.	Name	Father's/Spouse's Name	C.R.R.No.
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C. Attendance Sheet of Participants (in original)

D. List of Resource Persons: List of Resource Persons should be sent in the following format:

Sr.No.	Name	Own Faculty/Outside Faculty
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E. Photographs: Following photographs should be sent along with the Report:

- a) Two coloured Group Photographs of the size of 5"x7" of Participants with Course Coordinator
- b) One or two coloured photographs of activity/class room of the size of 5"x7" of the Participants

F. The accounts of the CRE programme should be sent strictly as per the terms and conditions laid down in the sanction order (s) of the respective CRE Programmes.

Note: The CRE Programmes are meant only for qualified registered professionals/personnel. The CRE Programmes are not meant for Bridge Course Certificate holders and Foundation Course for Education of Children with Special Needs.