

**FORMAT OF REQUEST LETTER FOR SCRIBE AND EXTRA TIME
FOR PwD CANDIDATES**

From

Date:

Name of the candidate: _____

Address: _____

Mobile No: _____

Email: _____

The Chairman
HSEE-2018
Indian Institute of Technology Madras
Chennai - 36

Dear Sir,

Subject: Requirement of SCRIBE and EXTRA TIME

I am a PwD candidate (Visually impaired/ dyslexic/ disability in the upper limbs or loss of fingers). I would like to use the service of a scribe for writing HSEE-2018. I also request you to provide extra time to complete the paper as per the government norms. Kindly do the needful.

Thanking you,

Signature of the candidate

Signature of the Parent/Guardian
(Name of the Parent/Guardian)