



Rehabilitation Council of India
भारतीय पुनर्वास परिषद

Guidelines for Online Registration



Rehabilitation Council of India

(A Statutory Body under the Ministry of Social Justice & Empowerment)

B-22, Qutub Institutional Area, New Delhi-16

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Online Registration forms



Rehabilitation Council of India

भारतीय पुनर्वास परिषद

[Check Registration Status](#)

[Send Mail to RCI](#)

The RCI Act was amended by the Parliament in 2000 to make it more broad based. The Act casts onerous responsibility on the Council. It also prescribes that any one delivering services to people with disability, who does not possess qualifications recognised by RCI, could be prosecuted. Thus the Council has the twin responsibility of standardizing and regulating the training of professional and personnel in the field of Rehabilitation and Special Education.

Register yourself online with the following forms

1. Application form – ‘A’ for registration U/S 19 in the Central Rehabilitation Register as per RCI Act, 1992 – **(Fees Rs.250/-)**
2. Application form – ‘C’ for registration of Additional Qualification U/S 19 in the Central Rehabilitation Register as per RCI Act,1992 - **(Rs. 50 Per Qualification)**
3. Application form for renewal of registration - **(Fees Rs.250/-)**
4. Application form – ‘D’ for obtaining a certificate of good standing – **(Fees Rs.250/-)**

General Terms and Conditions for Filling the Online Registration Form Under Section 1992 Act

1. Please read the instructions carefully which are available on the form.
2. Before Filling up the **online registration form-‘A or C or D or Renewal of Registration Certificate**, make sure that a Demand Draft of Rs..../- (Registration Fee- ‘A’/Additional Qualification Fee-‘C’/ Renewal of Registration Fee/ Certificate of Good Standing Fee-‘D’) issued by any Nationalised Bank in favour of “**Member Secretary, Rehabilitation Council of India, Payable at New Delhi**”, is ready for filling in the application form.
3. Authentication letter from the institutions (see the Form) from where the candidate has passed out the RCI approved qualification to be enclosed along with the all documents. (See checklist)

Checklist:-

- i. Xerox copy of Temporary Registration IDs.
 - ii. Photographs
 - iii. Demand Draft
 - iv. Authentication Letter
 - v. Attested Photocopy of Rehabilitation Qualification (Certificate + Mark sheet) both.
 - vi. Attested Photocopy of Class 10th / 12th (Marksheet and Certificate) both i.e. proof of Age.
 - vii. Reference of 3 Persons with contact number and addresses.
4. The candidate's name should be filled in the online application form as per the name mentioned in his/her Certificate/Diploma/P.G. Diploma/ Degree etc issued by RCI approved rehabilitation Training Institute/Organization.
 5. Reference of three persons with their address and telephone no. on a separate sheet should be scanned and attached.
 6. On the Online form some of the fields are indicated with ‘*’ mark, that is mandatory field and it should be field by the candidates.
 7. After submission of the form the applicant will get the **temporary registration IDs no** which should be quoted for future correspondence.
 8. The hard copy of filled Online Application form should be reach to RCI duly signed by the candidate with reference of **temporary registration IDs no. within 10 days**.

General Instruction:-for filling up the Application for the online registration u/s 19

Form-‘A’

Please read the instructions carefully and be ensure that you have acquired RCI approved qualification in the field of Rehabilitation/Special Education (see **Registration applied for Rehabilitation Qualification / Category Code No.**)

1. Before Filling up the **online registration form-‘A’**, make sure that a Demand Draft of Rs.250/- issued by any Nationalised Bank in favour of “**Member Secretary, Rehabilitation Council of India, Payable at New Delhi**”, is ready for filling in the application form.
2. Authentication letter from the institutions where the candidates have passed out the RCI approved qualification to be enclosed along with the all documents.
3. Candidate’s name should be written as per the name mentioned in the certificate issued by RCI approved rehabilitation training institute.
4. Attested photocopies of the rehabilitation qualification (the qualification for Registration) and mark sheet (both) should be scanned (**scanned size not exceed 300-500 kb in JPG/TIF/GIF format**) and attached.
5. The applicant should submit attested photocopies of all certificates and Mark sheet (both) in respect of 10th & 12th and Higher Academic Qualification (Scanned Copies).
6. Reference of 3 persons with their address and telephone No. on Separate Sheet should be scanned and attached.
7. One Color Photograph should be scanned (**scanned size not exceed 100-200 kb in JPG/TIF/GIF format**) and attached to the application form and another Colour passport size photographs duly attested by the Gazetted officer on the reverse side of the photographs should be sent to RCI
8. Incomplete information, application without copies of certificates will not be entertained.
9. After submitting the form applicant can get print of the acknowledgement number-IDs for further correspondence.
10. Registration process will be done after receiving the fees & relevant document with authentication letter issued by the institutions.
11. Online application will be cleared within 1 month after Receipt Hard copies and Fees & other documents.
12. Application not submitted through **on-line** will be cleared within 3 months
13. **The documents should be enclosed as:**
 - i. Xerox copy of Temporary Registration IDs.
 - ii. Photographs
 - iii. Demand Draft
 - iv. Authentication Letter
 - v. Attested Photocopy of Rehabilitation Qualification (Certificate + Mark sheet) both.
 - vi. Attested Photocopy of Class 10th / 12th (Marksheet and Certificate) both i.e. proof of Age.
 - vii. Reference of 3 Persons with contact number and addresses.

14. Screen for Get the Form –‘A’ for fresh Applicants



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Application form for registration U/S 19 of the RCI Act 1992

FORM-'A'

Read the [INSTRUCTIONS](#) carefully before filling up the form.

(Note:- Please fill up the column carefully)

Upload your **Passport Size Photograph** in .jpg/.tif/.gif format
 *[Photo Upload](#)
 File size not more than 300kb



DD NO. *

DATE *

Date Month Year

BANK NAME *

Candidate's Name

1. Title *

First Name *

Middle Name

Last Name*

Select

Applicant's Father's / Husband's Name / Mother's Name

2. Title *

First Name *

Middle Name

Last Name*

Select

3. Correspondence Address

Street

City*

State*

select

District *

Select District

Pin

Code

No*

Rural/

Urban

area*

select

4. Permanent Address



Same as Correspondence Address

Street

City*

State*

Select

District *

Select District

Pin Code

No*

Rural/

Urban

area*

select

5. Sex

select

Date of Birth

Date

Month

Year

Community Status *

select

6. Highest Academic Qualification *

Select

Year of Passing *

Select

7.	Registration Applied for category Code No.	Rehabilitation Qualification / Programme Qualification Code	Institute / Study Centre Code	Year of Passing	Language
	Select ▼			Select ▼	select ▼
	Select ▼			Select ▼	select ▼
	Select ▼			Select ▼	select ▼

8. Working in the field of Rehabilitation for the Disabled Since (Year) [YYYY] [e.g.; 1985....]

9. Total No. of years of experience in the field of Rehabilitation for the Disabled e.g.; 1,2,3,4..... after acquiring the Rehabilitation Qualification.

10.	Name & Address of the Organisation	Period		Post Held	Salary Drawn <u>Note</u> :-Fill The Experience From Latest [currently Working] To Old Experience.
		From	To		
	<input type="text"/>	Select ▼	Currently working ▼	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Select ▼	Select ▼	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Select ▼	Select ▼	<input type="text"/>	<input type="text"/>
	<input type="text"/>	Select ▼	Select ▼	<input type="text"/>	<input type="text"/>
	<input type="text"/>			<input type="text"/>	<input type="text"/>

11. Enter your Email-ID

Enter your alternative Email

Note: Please enclose the relevant Documents duly Attested by a Gazetted officer in Support of your Academic /Professional Qualification and Service Experience in the field of Rehabilitation for the Disabled.

ATTACH YOUR CERTIFICATES:--

[*Authentication letter](#) [*10th Certificate](#) [*Rehabilitation Qualification Marksheet](#) [*Rehabilitation Qualification Certificate](#)

Declaration by the applicant

I hereby declare that all the statements made in this application are true complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my registration is liable to be cancelled.

Form of Declaration

(To be accepted by the applicant)

I, do solemnly affirm that I shall devote myself to the services and well being of the people of India and humanity, that to the best of my ability and knowledge I shall honestly, diligently, faithfully and without any fear, favour or ill-will discharge the duties of the profession upon which I am about to enter, that I shall uphold and maintain the honour and noble tradition of the profession, that the rehabilitation of the persons with disabilities shall be my best consideration and I shall maintain and respect the secrets and standards of professional conduct and etiquette and observe the code of ethics laid down in the Rehabilitation Council of India (Standard of Professional Conduct, Etiquette and Code of Ethics for Rehabilitation Professionals) Regulations, 1998.

I, make this declaration on this without any outside pressure and agree to abide by the same.

I accept the Terms & Conditions

[Submit](#)

[Home](#)

Form – ‘C’: *Addition Qualification*

Please read the instructions carefully and be ensuring that you have already registered in RCI and acquired RCI approved qualification in the field of Rehabilitation/Special Education which to be add-on. (*see Registration applied for Category Code No.*)

1. Before Filling up the **online Additional Qualification form-‘C’**, make sure that a Demand Draft amount of Rs...../- (per qualification Rs.50/-) issued by any Nationalised Bank in favour of **“Member Secretary, Rehabilitation Council of India, Payable at New Delhi”**, is ready for filling in the online application form.
2. Authentication letter from the institutions where the candidates have passed out the RCI approved qualification to be enclosed along with the all documents.
3. The candidate is required to send their original registration certificate
4. Attested photocopies of the additional rehabilitation qualification (the qualification for Registration) and mark sheet (both) should be scanned and attached.
5. The Certificate will be issued only to those who possess a approved rehabilitation qualification and subsequently has obtained recognised Post-Graduate qualification (s) as included in the Schedule to the Rehabilitation Council of India Act 1992.
6. Please send one latest photograph duly attested on reverse side.
7. Online application will be cleared within 1 month after Receipt of Fees.
8. Application reach directly will be cleared within 3 months
9. Incomplete information, application without copies of certificates will not be entertained.
10. Registration process will be done after receiving the fee of additional qualification & relevant document with authentication letter issued by the institutions.

First Screen for Get the Form-‘C’



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FORM-‘C’

Registration of additional qualification(s) in the Central Rehabilitation Register as per council Act, 1992

Enter Your Registration ID :

Submit

Note:

If the applicant has registered with RCI through online, they can apply for addition of rehabilitation qualification in their Certificate.

ONLINE FORM-'C'

ADDITIONAL QUALIFICATION

Read the **INSTRUCTIONS** carefully before filling up the form.

DD NO. *

DATE *

Date	▼	Month	▼	Year	▼
------	---	-------	---	------	---

BANK NAME*

1. Candidate's Name

Title

First Name

Middle Name

Lastname

Registration Number (CRR NO.)

2. Correspondence Address

Street

State

City

Pin Code
No.

[District
Names.](#)

District

Rural /
Urban
area

4. Education Qualification

Qualification	Year of Passing
<input type="text"/>	<input type="text"/>

5.

Registration Applied for category Code No.	Rehabilitation Qualification / Programme Qualification Code	Institute / Study Centre Code	Year of Passing	Language
Select ▼			Select ▼	select ▼
Select ▼			Select ▼	select ▼
Select ▼			Select ▼	select ▼

Date

I solemnly affirm and declare that the above entries are correct.

ATTACH YOUR CERTIFICATES [Attach Certificate1](#) [Attach Certificate2](#) [Attach Certificate3](#) [Attach Certificate4](#)



I accept the Terms & Conditions

Submit

Form – Renewal of Registration

Please read the instructions carefully and be ensuring that you have already registered and acquired RCI approved qualification in the field of Rehabilitation/Special Education which to be add-on in your registered profile (see *Registration applied for Category Code No.*)

1. Who have registered with online and expired his certificate can apply through online
2. Before Filling up the **online Renewal of Registration form**, make sure that a Demand Draft amount of Rs.250/- issued by any Nationalised Bank in favour of “**Member Secretary, Rehabilitation Council of India, Payable at New Delhi**”, is ready for filling in the online application form.
3. One latest passport size photograph duly attested on backside.
4. Attested photocopies of participation certificates of CRE/Refresher Programmes/ Seminars/ Workshops etc. approved by RCI attended during last 5 years should be scanned and attached
5. Attested photocopy of registration certificate. (Please do not attach original certificate)
6. Attested photocopies of certificates/marksheets of recognised rehabilitation qualifications scanned and attached.
7. Incomplete information, application without copies of certificates will not be entertained.
8. Re-validation process will be done after receiving the fee of renewal & relevant document.
9. Online application will be cleared within 1 month after Receipt of Fees & document.
10. Application reach directly will be cleared within 3 months.



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Application form for renewal of registration

Enter Your Registration ID:

Submit

Home

Note:-Only those candidates can apply online for renewal their certificate validity who has earlier registered in CRR through online.

Form – ‘D’: Certificate of Good Standing

Please read the instructions carefully and be ensuring that you have already registered in the CRR as per RCI Act, 1992.

1. Before online Apply for obtaining a certificate of good standing make sure that a Demand Draft of Rs.250/- issued by any Nationalised Bank in favour of “**Member Secretary, Rehabilitation Council of India, Payable at New Delhi**”.
2. The testimonials of character and conduct as stated on Col. 6 of the application form should be from persons of standing i.e. Gazetted Officers, Member of Parliament, Member of Legislative Assembly/Magistrate 1st Class and Principals and Professors of Colleges in any discipline or from other persons of similar status.
3. The names of the Reference of persons should be filled along with their correct address & contact Number. The references should not be of the same persons who have issued a certificate as asked for in Column 6 of the online application form.

First Screen for Get the Form-D



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Application form for obtaining a certificate of good standing

FORM-'D

Enter Your Registration ID:

[Submit](#) [Home](#)

Online Form 'D'- for Obtaining a Certificate of Good Standing



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APPLICATION FORM FOR OBTAINING A CERTIFICATE OF GOOD STANDING

Read the [INSTRUCTIONS](#)

DD NO. *	DATE *	BANK NAME *
<input type="text"/>	Date <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

1. Applicant's Name

Title Ms./Mr./Dr)	Candidate's Name *	Middle Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mr.	MUNISHI	Prasad	Gupta

Registration Number (CRR NO.)

a00001

2. Present Address

Street	<input type="text"/>	State	<input type="text"/>
City	<input type="text"/>	Pin Code No.	<input type="text"/>
District *	<input type="text"/>	Rural / Urban area	<input type="text"/>
	Delhi	Urban	Delhi

3. Education Qualification

Qualification	Year
<input type="text"/>	<input type="text"/>
B.A	1991

Name of the College in which applicant studied and qualified from:

4 College Name

CHANDRA BHUSHAN SINGH MEMORIAL, DELHI

Places at which he had worked during the last four years with full details.

5. Work Experience

1	<input type="text"/>	2	<input type="text"/>
3	<input type="text"/>		

4

Two testimonials of character and conduct from persons of standing (in Original)*

6. Testimonials

1	
2	

Name and full address of two Prominent Persons who personally know the applicant to whom a reference can be made.*

7. Reference

1	
2	

ATTACH YOUR CERTIFICATES [Attach Certificate1](#) [Attach Certificate2](#) [Attach Certificate3](#) [Attach Certificate4](#)

Date

9th,October,2009



I accept the Terms & Conditions

Submit

Important Note: Incomplete application and failing to submit the relevant document in time not be considered.