

## **Frequently Asked Questions on Management Scholarships**

**Effective from 1<sup>st</sup> January 2017**

### **1. What are the different scholarships offered by the Management and how many?**

- The Management offers scholarships to deserving students. (Once in odd semester and once again in even Semester, circulars for which are issued every semester, in advance).
- These are Economic Means Scholarships – Once every year as per details below and Merit Cum Means Scholarships, Merit Scholarships, NCC Scholarships and Sports Scholarships – twice in a year.
- Besides the above, the Management also gives ‘Books and Instruments Grants’ only during odd semester. No applications are required for these separately since all students under consideration for different scholarships during odd semester but ranked just below the students scholarships would be considered for these grants.
- Number of Scholarships / Grants – One student per semester of study per department in EM, MCM and Merit categories, 10 students under Sports and 3 students under NCC.
- **Students who are admitted under ‘Tuition Fee Waiver’ are not eligible to apply for any scholarship, since the Fee waiver caters for complete Tuition fees.**
- **No applications are required for Merit Scholarships. These are awarded based on the students’ performance in the University Examinations latest**

### **2. What are the Income eligibility criteria?**

- Eligibility criteria to apply for the Economic Means (EM) Scholarships & Merit cum means (MCM) scholarships - Combined Annual Income of both the parents must be less than Rs.2, 50,000/- for the applicants from all departments.
- There is no income limit for Merit Scholarships.

### **3. Who can apply for Fresh Economic Means (EM) Scholarships and how?**

- Second semester students of all UG and PG Classes (including MCA), and all Lateral Entry students in IV semester are eligible to apply under this category.
- Fresh cases of senior classes (under exceptionally deserving circumstances only) may also be recommended in the even semester.
- Filled-in application forms along with a latest salary proof (annual income certificate obtained within the last one year, including pension if any) must be submitted through faculty advisors and HoDs.

### **4. Are the students already in receipt of EM Scholarships eligible to continue?**

- Students awarded EM Scholarships would continue to be awarded with the same every year through the period of study in the college, provided they do not have disciplinary action taken against them or do not gather arrears beyond specified levels.
- However, to ensure continuity, the existing EM Scholarship holders must re-apply in the odd semester of every academic year by submitting the filled-in application form as and when announced.
- In case it is found that the student's economic status has improved considerably (like siblings getting employed etc), then also the scholarship may be discontinued.

### **5. What is the value of the EM Scholarships?**

- The value of EM Scholarships is equal to the FULL Annual Tuition fees payable by the student.
- In case the student receives any assistance from known College / Govt / NGOs sources (for example – First Graduate Assistance), then the value will be reduced correspondingly.

## **6. How about payment of Tuition Fees by the students receiving EM Scholarships?**

- Sr. students who are eligible to continue EM Scholarships are normally exempted from paying Tuition Fees from the second year onwards, subject to the preliminary eligibility. A list of such students will be mailed to all departments soon after the issue of fee circular.
- However, if they are found to be ineligible subsequently, they will be asked to pay the Tuition Fees forthwith (without fine).
- Eligible students who pay the tuition fees by oversight will be refunded the amount but they must apply separately enclosing Original of the Challan, through Dean (Students' Welfare) /Assistant Dean (Students' Welfare).
- Some students are in receipt of Bank Loans etc and fees are directly received in the College. These amounts may be refunded entirely at the discretion of the management.

## **7. What are the eligibility criteria for availing Merit cum Means Scholarships?**

- Eligibility criteria to apply for Merit cum means (MCM) scholarships - Combined Annual Income of both the parents must be less than Rs.2, 50,000/- for the applicants from all departments.
- No standing arrears, as on date of selection. (No student will be given this scholarship in the I sem of study in the College, since no University Examination has been written).

## **8. Who can apply for Merit cum Means Scholarships and how?**

- Students from senior classes (II year, III year and IV year UG, II year PG, II year and III year MCA) can apply for Merit Cum Means Scholarships in odd and also in even semester of an academic year, in response to Circulars issued every semester.
- First year students may also apply in the second semester.

### **9. What is the value of the MCM Scholarships?**

- The value of MCM Scholarships is equal to the Semester Tuition fees (one half of Annual tuition Fees) payable by the student.
- In case the student receives any assistance from known College / Govt / NGO sources (for example – First Graduate Assistance), then the value will be reduced correspondingly.

### **10. Who can apply for NCC and Sports Scholarships?**

- Those students who excel in NCC and Sports can apply for the respective scholarships with proof of their achievements can apply for these Scholarships in odd and also in even semester of an academic year, in response to Circulars issued every semester.
- Fresh students in their second semester studies can also apply for these scholarships.

### **11. What are the values of the NCC and Sports Scholarships?**

- The value of these Scholarships are equal to the Semester Tuition fees (one half of Annual tuition Fees) payable by the student.
- In case the student receives any assistance from known College / Govt / NGO sources (for example – First Graduate Assistance), then the value will be reduced correspondingly.

### **12. Where are the application forms available?**

- The application forms for Economic Means Scholarships and Merit Cum Means scholarships are made available with the respective Head of the Departments or with the Department level faculty in charge for scholarships. These are also put up in college web.
- Application forms for NCC Scholarships are available with Associate NCC officers.
- Application forms for Sports Scholarships are available with Senior Physical Director .

### **13. To whom should the filled up application forms be submitted?**

- Application forms for Economic Means Scholarships and Merit Cum Means Scholarships must be submitted to the respective faculty advisors.
- Application forms for NCC Scholarships must be submitted to the Associate NCC officer of Army Wing.
- The application forms for Sports Scholarships must be submitted to the Senior Physical Director.

### **14.Action by Faculty advisers.**

- Faculty advisers should **ensure** that all details are filled up, including Roll Nos, RegNos and contact details of both mother and father of the student and also details **of** academics and other financial assistance received.
- Wherever required, details of arrears and attendance as available till date of application must be filled up and certified.

### **15.Action by Heads of Departments.**

□HoDs are requested to make appropriate endorsements about special cases and their own recommendations about suitability for awards.

### **16.For Further clarifications.**

□Faculty advisers (and not students) may seek clarifications, if required, from Dean (Students' Welfare) or Assistant Dean (Students' Welfare) by personal visit after fixing a time on phone.