

NOTIFICATION

No. F.20- 89 /1 /2019 ( Acad)/ 3155(1)

Dated 15.02.2019

This is for information of all concerned that the Guidelines for award of free studentship to the students belonging to BPL/AAY category and Partial waiver of fees to the students of other than BPL/AAY category approved by the 33<sup>rd</sup> meeting of the Academic Council held on 16.11.2018 are attached.

The Guidelines will be in force w.e.f .the batch of students admitted in Autumn semester, 2019.



( L. Boral)

Controller of Examinations

(Approved by 33<sup>rd</sup> meeting of the Academic Council  
held on 16. 11. 2018)

**GUIDELINES FOR AWARD OF FREE STUDENTSHIP/PARTIAL WAIVER  
OF FEES TO THE STUDENTS**

(effective for fresh admitted students from the Academic Session 2019-20)

**A. Free Studentship**

The guidelines are prepared with an objective for providing free studentship to the students belonging to economically weak families right from the admission for minimum duration of the programme. The students selected for free studentship shall not pay the admission fee.

The proposed system will facilitate meritorious students from poor background, who have qualified the entrance test, to secure admission without having to pay the admission fee. Various components of the proposed guidelines are placed below:

**1. Components of Fees to be exempted:**

All components of Fees shall be exempted except Caution Deposits, Hostel Mess advance and menial Charge for hostel boarders, and Health Insurance at the time of admission/enrolment.

**2. Eligibility**

a) Students belonging to BPL/AAY (Antyodaya Anna Yojana) category selected for admission in full-time programmes (of at least of 2 years of duration) shall be eligible for free studentship at the time of admission.

(i) TUEE committee shall make a field for "BPL/AAY" category and BPL/AAY Card Number in the online application form with a provision for uploading the BPL /AAY card issued by the Government.

(ii) "SSS" and "BPL" choice options should be mutually exclusive; i.e., a candidate opting for BPL category shall not be eligible for the admission under SSS category and vice versa.

**3. Verification of Documents and BPL/AAY Claim**

The respective Departments shall verify the BPL/AAY certificate in the same way as it is done for SC, ST, OBC(NCL), PWD candidates at the time of admission. CoE shall issue notification to all the Departments separately.



4. **Number of Free Studentship**

The number of free studentships for each programme will vary according to the approved intake and will be decided according to the Admission Merit List

Approved Intake of the programme	Maximum No. of Free Studentships to be offered
Less than 20	1
21 to 50	2
51 and above	3

5. **Dissemination of the Information**

The guidelines shall be made available on the TU website. The provision of free studentship to the BPL category of students will be mentioned in the admission announcement/notification, posters, prospectus, etc. every year.

6. **Duration of the Free ship**

Free studentships shall be awarded to the eligible candidates at the time of admission and the candidates shall pay the mandatory fee components only. For continuation of the free studentships in the subsequent semesters, the merit position (on the basis of CGPA ) of awardees should be within top 60 percent of their respective class. The attendance of such awardees should not be less than 75 percent in any course.

The DAC of the concerned Department shall recommend the awardees based on their merit position and outreach activities of the students and submit to the controller of Examinations well ahead of date of Enrolment of the next semester.

Any student, who could not be accommodated at the time of admission because of relative merit competition, may get a chance of the free studentship in a subsequent semester if there is a vacancy in that batch due to underperformance by the first-time awardees. Free studentship will be withdrawn if a student availing it is put under academic probation or conduct probation or secures F grade in any course.



7. Outreach activities of the students under Free studentship  
The students availing the free studentship shall actively contribute to the outreach and extension activities. Each student must prepare a plan of action of such activities to be carried out by him/her during each semester and submit to respective HoD in the beginning of the semester. The Head of the Department or a three member committee constituted by him/her shall approve the same and shall monitor such activities of the awardee. It will be a mandatory factor for renewal of the award of free studentship.

8. Availing of Scholarship

The students availing free studentships shall not be prohibited to avail other Scholarships from other sources as well.

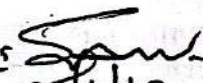
**B. Partial Waiver of Fees**

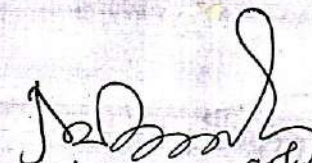
(The Partial waiver of fees are available to students other than those who avail Free Studentship)

1. The proposal for partial waiver of fee will be in addition to the proposal of full waiver of fees to BPL/AAY category students.
2. While the full waiver to BPL/AAY students will be available right from admission, that of partial waiver to other students will be available from 2<sup>nd</sup> Semester onward.
3. Applications for partial fee waiver will be invited from eligible students. The guidelines will be available at University website
4. The conditions will be as follows:
  - (a) The partial waiver of fees will be available only to the full-time student of the University undergoing any programme with at least 2-year duration.
  - (b) The annual income of the family should not exceed Rs. 3 lakhs per annum.
  - (c) Value of Partial Fee waiver will include Library Fee, Medical Fee, Examination Fee (Theory), Examination Fee (Practical), Infrastructure & Amenity fee, and Fan, Electricity & Water fee.
  - (d) Maximum one awardee will be selected from each programme.
  - (e) The highest CGPA scored (in the first semester) among the eligible applicants will be selected.
  - (f) For renewal of partial fee waiver in the successive semesters, the awardee student must secure minimum 6.5 SGPA per Semester without any backlog or should not be put under Academic probation
  - (g) The awardee student must maintain 75 percent attendance in his/her classes failing which he/she shall forfeit the fee waiver



- (h) The studentship shall be awarded for the period of minimum duration of the programme.
- (i) The selected students may accept any other scholarship/fellowship simultaneously, during the tenure of the partial waiver of fees.
- (j) Only one sibling shall be eligible at one point of time.
- (k) Notwithstanding any clause mentioned above, the university shall have the authority to address any genuine financial problem that a full time regular student may have encountered with.
- (l) The Head of the Departments, after verifying the eligibility and all other conditions as specified in the guidelines, will recommend the applications of candidate, maximum one per programme.
- (m) There shall be a selection committee with the following members:
  - i. Dean of Academic Affairs \_ Chairman
  - ii. Dean of Students Welfare \_ Member
  - iii. All Deans of Schools\_ Members
  - iv. Controller of Examinations \_ Convenor
- (n) The same committee shall verify the genuineness of the income certificate produced by the applicants.
- (o) A legally enforceable undertaking shall be obtained from the applicants countersigned by parents/guardians. The undertaking should contain that in case of any false statement /declaration detected any stage he/she shall be liable to any penal action as decided by the University.

S.S.   
05/11/18  
(Subbrangshu Sekhar Sarker)

  
05/11/18  
(Subbrangshu Sekhar Sarker)