

**5.1.1.1.: Policy Document of the HEI for award of scholarship and free ships**

# **Policy Document of the HEI for award of scholarship and free ships**



Vidarbha Youth Welfare Society, Amravati's  
**Indirabai Meghe Mahila Mahavidyalaya,**  
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### **Policy Document of the HEI for award of scholarship and free ships**

- The institute provides all the information about scholarships at the beginning of every academic year.
- The institute shall provide the list of all the scholarships/free ships given by government and any other organizations.
- All the necessary notifications shall be displayed by the college received from time to time.
- There a separate section at the college which deals with all the queries related to scholarships/free ships etc.
- The duties of verification, e-verification are done as per procedure.
- The administrative office shall process all the application received from students.

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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Scholarship Details (Departments, Eligibility & Documents)

SC, OBC, VJNT, SBC & General Category Students can apply for the scholarship

**SC - Caste**

### **1. Government of India Post-Matric Scholarship.**

**Department Name:** Social Justice and Special Assistance

#### **Eligibility**

1. The parents/Guardian annual income shall be less than or equal to Rs. 2,50,000.
2. Student category shall belong to Scheduled caste or Nav-buddha.
3. Student shall belong to resident of Maharashtra
4. Student should be passes SSC/HSC or equivalent Exam.
5. Failure: if student fail first time, then should avail Exam fees & maintenance allowance. If fails second time in same class then he/she will not get any allowance and after two drops he will pass and go to next class then he will be eligible.
6. In case of student studying out of Maharashtra then same rules are applicable as per GOI.

#### **Documents Required**

1. Income Certificate (Provided by Tahsildar)
2. Domicile Certificate
3. Cast Certificate.
4. Mark sheet for SSC or HSC or last examination mark sheet
5. Father date Certificate (if applicable)
6. Gap & Self Declaration (if applicable)
7. Hostel Certificate (if required)
8. Husband Income Certificate (if girl is married)



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9. Leaving Certificate

**2. Post-Matric Tuition Fee and Examination Fee (Free ship)**

**Department Name:** Social Justice and Special Assistance

**Benefits**

- Tuition Fees, Exam Fees & other fees which are mandatory or compulsorily payable by the student to the institution are covered under the scheme.

**Eligibility**

- 1.The parents / Guardian annual income above Rs. 2,50,000 to unlimited.
2. Student category should be Scheduled caste or Neo Buddhist
3. Student should be resident of Maharashtra
4. Student should be passes SSC/equivalent Matric.
- 5.Institute should be located in Maharashtra & shall be government recognized.
6. For Professional Courses student should admit through CAP round only
- 7.Only 1 Failure is allowed in whole curriculum.

**Documents Required**

- 1.Income Certificate (Provided by Tahsildar).
- 2.Domicile Certificate
- 3.Cast Certificate.
- 4.Cast Validity Certificate (For Professional Courses)
- 5.Mark sheet for last appeared examination
- 6.Mark sheet for SSC or HSC
7. Father death Certificate (if required)
- 8.Hostel Certificate (if required)

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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9.CAP round allotment letter (For Professional Courses)

### **ST - Caste**

#### **1. Post Matric Scholarship Scheme (Government of India).**

**Department Name:** Tribal Development Department

#### **Overview**

Scheme of Post Matric Scholarships to the students belonging to Scheduled Tribes for Studies in India

#### **Eligibility**

Applicable for ST only

1. If Family Income  $\leq$  2,50,000, he will get the scholarship
2. Minimum 10th Pass
3. Back-to-back drop for 2 years he/she will not be allowed to fill form.

#### **Renewal Policy**

1. The student has to pass the previous year examination
2. If student fails in any year, then he is not paid the scholarship for that particular year
3. The student has to apply for renewal of the scholarship

#### **Documents Required**

1. Caste Certificate
2. Income certificate
3. Previous year's marksheet
4. Professional Course selected than caste validity certificate mandatory
2. Tuition Fee & Exam Fee for Tribal Students (Free ship).



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**Department Name:** Tribal Development Department

### Overview

This is state sponsored scheme. Applicant whose parent income limit is more than 2.5 lakhs can apply of the scheme. Only applicant tuition fee and exam fee are reimbursed.

### Eligibility

Applicable for ST only

\* Family annual income limit is RS. > 2,50,000  
Renewal Policy: The student has to pass the previous year examination

\* If student fails in any year, then he is not paid the scholarship for that particular year

### Renewal Policy

The student has to pass the previous year examination.

If student fails in any year, then he is not paid the scholarship for that particular year

### Documents Required

1. Caste Certificate
2. Previous year's marksheet
3. Caste Validity

### SBC - Category

#### 1. Post Matric Scholarship to SBC Students.

**Department Name:** VJNT, OBC and SBC Welfare Department

### Overview

- Providing financial assistance for education.
- Creating a passion for higher education.
- Providing students the opportunity to go to the mainstream of education through education.
- Scholarship scheme to avoid transparency, co-ordination and delay.

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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- Benefits of Tuition Fees, Exam Fees and Maintenance Allowance are paid to only SBC category students.

### **Benefits**

Eligible SBC Applicants are paid maintenance allowance:

- 1) If Applicant select Course Group A - for hostlers Rs.425/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m. (Duration- Admission date to till exam completion date)
- 2) If Applicant select Course Group B - for hostlers Rs.290/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m.(Duration- Admission date to till exam completion date)
- 3) If Applicant select Course Group C - for hostlers Rs.290/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m.(Duration- Admission date to till exam completion date)
- 4) If Applicant select Course Group D - for hostlers Rs.230/p.m. & Day Scholars (Non Hostlers) Rs.120/p.m. (Duration - Admission date to till exam completion date)
- 5) If Applicant select Course Group E - for hostlers Rs.150/p.m. & Day Scholars (Non Hostlers) Rs.90/p.m.(Duration - Admission date to till exam completion date)
- 6) Tuition Fee, Exam Fee and Maintenance allowance are paid 100% to applicants who's studying in government/aided/unaided institutions in professional courses and non-professional courses.
- 7) If Applicant get admission in government hostel, then he will eligible only 1/3rd amount of hostlers.
- 8) For B. Ed and D. Ed courses: 100 % benefit (Tuition Fees, Exam Fees and Maintenance Allowance) is applicable for D.Ed., B.Ed. courses. For students studying in Aided, Un Aided for D.Ed, B.Ed courses then Fee structure is applicable as per Government rates for same course.

Note : If applicant takes an admission on or before 20th of any month should entitle date maintenance allowance will be issued for that current month. Otherwise, maintenance allowance will be entitle from next month.



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### Eligibility

1. The parents/Guardians annual Income should be less than or equal to Rs.1.00 Lac.
2. Applicants must be belonging to SBC category.
3. Applicants should be residents of Maharashtra.
4. Applicants must be pursuing the education course approved by the government from class post-matric.
5. If Applicant fails in particular year, then he will get the Tuition Fees, Exam Fees and Maintenance allowance of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.
6. Applicant should be come through CAP round for only professional courses.
7. Only two children (i)any number of girls applicants allowed. ii) boys applicants maximum 2 of the same parent will be eligible for the Scholarship.
8. No scholarship will be paid to the Applicants under this scheme from the date he /she accepts another Scholarship stipend.
9. 75 % attendance is mandatory for current year.
10. Applicant will be eligible for scholarship if he / she changes the course Non – Professional to Professional but he will not be eligible if he / she change the course from Professional to Non –Professional.
11. Scholarships/free ship will continue until Applicant completes one course. Ex. - 11th, 12th Arts -B.A., M.A. M.Phil.,  
P.H.D. If, Applicant completed B.A and B.Ed. course and later after taking admission for M.A., for M.A. course  
He/she will not be allowed for scholarship/free ship. But after admission to M.B.A. after B.Ed, it can be eligible for scholarship/free ship as it is a professional postgraduate course.
12. Applicant studying in particular professional/Non-Professional course, and availing benefits of scholarship/freeship for that academic course and if he/she wants to change his existing Professional/Non-Professional course in between academic years he/she will not be eligible for freeship/scholarship for further course.



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### **Renewal Policy**

1. The Applicant has to pass the previous year examination.
2. In case of SBC if Applicant fails for a year, then the Applicant is not paid any reimbursement for that particular year.
3. For Group A – If an applicant pursuing Group A course fails in the examination for the 1st time the award may be renewed. For second & sub sequent failure in any class the Applicant shall bear his /her own expenses until he / she secure promotion to the next higher class.
4. For Group B,C,D,E - he/she has to secure promotion to higher class(For second & sub sequent failure in any class the applicant shall bear his / her own expenses until he / she secure promotion to the next higher class).
5. If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.

### **Documents Required**

1. Caste certificate - should be issued by competent authority (Issued by Govt. of Maharashtra).
2. Income certificate / Income Declaration - should be issued by competent authority
3. Caste Validity Certificate – (Mandatory for Professional Degree courses, Professional Post Graduate. For Non-Professional courses caste validity is not mandatory)
4. HSC or SSC marksheet or last examination marksheet.
5. Gap certificate - Not mandatory but in case of gap it is mandatory.
6. If applicable father/Guardians death certificate.
7. Ration Card for identify number of children in family.
8. Leaving Certificate
9. Declaration certificate of parents/guardians about number of children beneficiaries.



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## 2. Tuition Fees and Examination Fees to SBC Students.

**Department Name:** VJNT, OBC and SBC Welfare Department

### Overview

- Create interest in education among students.
- Making financial assistance available for higher education.
- Creating opportunities for financial growth through higher education.
- Scholarship scheme to avoid transparency, unity and delay.
- All types of compulsory fees such as Tuition fees, Exam Fees and other admissible fees are reimbursed to the concern SBC category student.

### Eligibility

- 1) Applicant must be taking post matric education.
- 2) Parent's annual income should be less than or equal to 8.00 Lacs.
- 3) Applicant should be belonging to SBC Category.
- 4) Applicants must be residents of Maharashtra.
- 5) Applicants must be pursuing the education course approved by the government for Post Matric courses.
- 6) Applicant should be taken admission in government aided / Private Non-Aided /private permanently non aided courses.
- 7) If Applicant fails in particular year, then he will get the Tuition Fees and Exam Fees of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.
- 8) Applicant will be eligible for scholarship if he / she changes the course Non – Professional to Professional but he will not be eligible if he / she changes the course from Professional to Non –Professional.
- 9) If an applicant pursuing professional course admitted for year 2015-16 onwards fails in the examination two or more times in particular academic course duration, then he / she not eligible for the free ship.

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10) Scholarships/free ship will continue until Applicant completes one course. Ex. - 11th, 12th Arts -B.A., M.A. , M.Phil., P.H.D. If, Applicant completed B.A and B.Ed. course and later after taking admission for M.A., for M.A. course He/she will not be allowed for scholarship/free ship. But after admission to M.B.A. after B.Ed, it can be eligible for scholarship/free ship as it is a professional postgraduate course.

### **Renewal Policy**

- 1) Applicant need to provide previous years marksheet.
- 2) At a time, Applicant can apply free ship for only one educational course and it will be applicable till, he/she completes that educational course in specified time.
- 3) Applicant need to pass each year of the specified educational year [In case of failure in a particular year he/she won't be provided reimbursement of tuition fees, Exam fees for that year]. In any academic course maximum of 2 failures is allowed.
- 4) Applicant cannot take free ship for more than 2 professional courses.
- 5) If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.

### **Documents Required**

1. Caste certificate- should be issued by competent authority
2. Income certificate- should be issued by competent authority
3. HSC or SSC marksheet or last examination marksheet.
4. Gap certificate – (In case of gap it is mandatory).
5. Declaration certificate of parents/guardians about number of children beneficiaries.
6. Father death certificate (If applicable)



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7. CAP Allotment Letter (For Professional Courses)
8. Caste Validity Certificate (For Professional Courses as Per GR Dated 31st July 2008)  
Exempted Professional courses to be identified
9. Leaving Certificate
10. Ration card for identify number of children in family

### **OBC - Category**

#### **1. Post Matric Scholarship to OBC Students.**

**Department Name: VJNT, OBC and SBC Welfare Department**

#### **Benefits**

Eligible O.B.C Applicants are paid maintenance allowance:

- 1) If Applicant select Course Group A - for hostlers Rs.425/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m. (Duration- Admission date to till exam completion date)
- 2) If Applicant select Course Group B - for hostlers Rs.290/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m.(Duration- Admission date to till exam completion date)
- 3) If Applicant select Course Group C - for hostlers Rs.290/p.m. & Day Scholars (Non Hostlers) Rs.190/p.m.(Duration- Admission date to till exam completion date)
- 4) If Applicant select Course Group D - for hostlers Rs.230/p.m. & Day Scholars (Non Hostlers) Rs.120/p.m. (Duration- Admission date to till exam completion date)
- 5) If Applicant select Course Group E - for hostlers Rs.150/p.m. & Day Scholars(Non Hostlers)Rs.90/p.m.(Duration -Admission date to till exam completion date)
- 6) Also, the OBC Applicants admitted in Govt. Approved non granted colleges in professional courses are paid 50% Tuition fees and Exam fees.

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7) Tuition Fee, Exam Fee and Maintenance allowance are paid 100% to applicants who's studying in government/aided institutions in professional courses and non-professional courses.

8) Tuition Fee and Exam Fee are paid 50% and Maintenance allowance are paid 100% to applicants who's studying in nongovernment/unaided institutions in professional courses and non-professional courses.

9) If Applicant get admission in government hostel, then he will eligible only 1/3rd amount of hostlers.

10) For OBC Applicants studying in private un-aided institutions, fees structure of government aided institutions will be applicable only for Non – Professional courses (Tuition Fees, Exam Fees and other Fees).

11) Applicant studying in particular professional/Non-Professional course, and availing benefits of scholarship/freeship for that academic course and if he/she wants to change his existing Professional/Non-Professional course in between academic years he/she will not be eligible for freeship/scholarship for further course.

12) For B.Ed and D.Ed courses : 100 % benefit (Tuition Fees, Exam Fees and Maintenance Allowance)is applicable for D.Ed, B.Ed courses. For students studying in Aided, UnAided for D.Ed, B.Ed courses then Fee structure is applicable as per Government rates for same course.

Note: If applicant takes an admission on or before 20th of any month should entitle date maintenance allowance will be issued for that current month. Otherwise, maintenance allowance will be entitled from next month.

### **Eligibility**

- 1) The parents/Guardians annual Income should be less than or equal to Rs.1.00 Lac.
- 2) Applicant should be belongs to OBC category.
- 3) Applicants must be residents of Maharashtra.
- 4) Applicants must be pursuing the education course approved by the government from class post-matric.



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- 5) If Applicant fails in particular year, then he will get the Tuition Fees, Exam Fees and Maintenance allowance of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.
- 6) Applicant should be come through CAP round for only professional courses.
- 7) Only two children (i)any number of girls applicants allowed. ii) boys applicants maximum 2 of the same parents will be eligible for the Scholarship.
- 8) No scholarship will be paid to the Applicants under this scheme from the date he /she accepts another Scholarship /stipend.
- 9) 75 % attendance is mandatory for current year.
- 10) Applicant will be eligible for scholarship if he / she changes the course Non – Professional to Professional but he will not be eligible if he / she changes the course from Professional to Non –Professional.
- 11) Scholarships/freeship will continue until Applicant completes one course. Ex. - 11th, 12th Arts -B.A., M.A. , M.Phil., P.H.D. If, Applicant completed B.A and B.Ed. course and later after taking admission for M.A., for M.A. course He/she will not be allowed for scholarship/freeship. But after admission to M.B.A. after B.Ed, it can be eligible for scholarship/freeship as it is a professional postgraduate course.
- 12) Applicant studying in particular professional/Non-Professional course, and availing benefits of scholarship/freeship for that academic course and if he/she wants to change his existing Professional/Non-Professional course in between academic years he/she will not be eligible for freeship/scholarship for further course.

### **Renewal Policy**

- 1) The Applicant has to pass the previous year examination.
- 2) In case of OBC if Applicant fails for a year, then the Applicant is not paid any reimbursement for that particular year.

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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3) For Group A – If an applicant pursuing Group A course fails in the examination for the 1st time the award may be renewed. For second & subsequent failure in any class the Applicant shall bear his / her own expenses until he / she secure promotion to the next higher class.

4) For Group B,C,D,E Courses - he/she has to secure promotion to higher class.( For second & subsequent failure in any class the Applicant shall bear his / her own expenses until he / she secure promotion to the next higher class.)

5) If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.

### **Documents Required**

1. Caste certificate - should be issued by competent authority (Issued by Govt. of Maharashtra)  
This certificate considered as
2. Income certificate / Income Declaration - should be issued by competent authority
3. Caste Validity Certificate – (Mandatory for Professional Degree courses)
4. HSC or SSC marksheet or last examination marksheet.
5. Gap certificate - Not mandatory but in case of gap it is mandatory.
6. If applicable father/Guardians death certificate.
7. Ration Card for identify number of children in family.
8. Leaving Certificate
9. Declaration certificate of parents/guardians about number of children beneficiaries.



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## 2. Tuition Fees and Examination Fees to OBC Students.

**Department Name: VJNT, OBC and SBC Welfare Department**

### Overview

- Create interest in education among students.
- Making financial assistance available for higher education.
- Creating opportunities for financial growth through higher education.
- Scholarship scheme to avoid transparency, unity and delay.
- All types of compulsory fees such as Tuition fees, Exam Fees and other admissible fees are reimbursed to the concern OBC category student.

### Eligibility

1. Applicant must be taking post matric education.
2. Parent's annual income should be less than or equal to 8.00 Lacs.
3. Applicant should be belonging to OBC category.
4. Applicants must be pursuing the education course approved by the government from post-matric course.
5. Applicants must be residents of Maharashtra.
6. Applicant must be taken admission in government aided / Private Non-Aided / Private permanently non aided courses.
7. If Applicant fails in particular year, then he will get the Tuition Fees and Exam Fees of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.
8. Applicant will be eligible for scholarship if he / she changes the course Non – Professional to Professional but he will not be eligible if he / she changes the course from Professional to Non –Professional.



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### **Renewal Policy**

1. Applicant need to provide previous year's mark sheet.
2. At a time Applicant can apply free ship for only one educational course and it will be applicable till he/she completes that educational course in specified time.
3. Applicant need to pass each year of the specified educational year [In case of failure in a particular year he/she won't be provided reimbursement of tuition fees, Exam fees for that year].
4. Applicant cannot take free ship for more than 2 professional courses.
5. If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.

### **Documents Required**

2. Caste certificate- should be issued by competent authority
3. Income certificate- should be issued by competent authority
4. HSC or SSC marksheet or last examination marksheet.
5. Gap certificate - Not mandatory but in case of gap it is mandatory.
6. Declaration certificate of parents/guardians about number of children beneficiaries.
7. If applicable father death certificate.
8. CAP Allotment Letter (For Professional Courses)
9. Caste Validity Certificate (For Professional Courses As Per GR Dated 31st July 2008)  
Exempted Professional courses to be identified
10. Leaving Certificate



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11. Ration card for identify number of children in family.

### **VJNT - Category**

#### **1. Post Matric Scholarship to VJNT Students.**

Department Name: **VJNT, OBC and SBC Welfare Department**

#### **Eligibility**

1. The parents/Guardians annual Income should be less than or equal to Rs.1.00 Lac.
2. Applicant should be belongs to VJNT category.
3. Applicants must be residents of Maharashtra.
4. Applicants must be pursuing the education course approved by the government from class Post-Matric.
5. Maintenance allowance & Exam Fees are paid to Applicant if Applicant get promoted to next higher class.
6. If Applicant fails in particular year then he will get the Tuition Fees, Exam Fees and Maintenance allowance of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.
7. Applicant should be come through CAP round for only professional courses.
8. Only two children (i) any number of girl's applicants allowed. ii) Boys applicants' maximum 2 of thesame parent) of the same parents will be eligible for the Scholarship.
9. No scholarship will be paid to the Applicants under this scheme from the date he /she accepts another Scholarship /stipend.
10. 75 % attendance is mandatory for current year.
11. Applicant will be eligible for scholarship if he / she changes the course Non – Professional to Professional but he will not be eligible if he / she changes the course from Professional to Non –Professional.

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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12. Scholarships/free ship will continue until Applicant completes one course. Ex. - 11th, 12th Arts -B.A., M.A., M.Phil., P.H.D. If, Applicant completed B.A and B.Ed. course and later after taking admission for M.A., for M.A. course He/she will not be allowed for scholarship/freeship. But after admission to M.B.A. after B.Ed, it can be eligible for scholarship/freeship as it is a professional postgraduate course.

13. Applicant studying in particular professional/Non-Professional course, and availing benefits ofscholarship/freeship for that academic course and if he/she wants to change his existing Professional/Non-Professional course in between academic years he/she will not be eligible for freeship/scholarship for further course.

### **Renewal Policy**

1. Applicant has to pass the previous year examination.
2. In case of VJNT if Applicant fails for a year, then the Applicant is not paid any reimbursement forthat particular year.
3. For Group A – If an applicant pursuing Group A course fails in the examination for the 1st time the award may be renewed. For second & sub sequent failure in any class the Applicant shall bear his / her own expenses until he / she secure promotion to the next higher class.
4. For Group B,C,D,E - he/she has to secure promotion to higher class (For second & sub sequent failure in any class the Applicant shall bear his / her own expenses until he / she secure promotion tothe next higher class.)
5. If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.

### **Documents Required**

1. Caste certificate - should be issued by competent authority (Issued by Govt. of Maharashtra) This certificate considered as Proof of Resident.



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2. Income certificate / Income Declaration - should be issued by competent authority
3. Caste Validity Certificate – (Mandatory for Professional Degree courses, Professional Postgraduate. For Non-Professional courses caste validity is not mandatory)
4. HSC or SSC marksheet or last examination marksheet.
5. Gap certificate - in case of gap it is mandatory.
6. If applicable father/Guardians death certificate.
7. Ration Card for identify number of children in family.
8. Leaving Certificate
9. Declaration certificate of parents/guardians about number of children beneficiaries.

## **2. Tuition Fees and Examination Fees to VJNT Students.**

**Department Name:** VJNT, OBC and SBC Welfare Department

### **Eligibility**

1. Applicant must be taking post matric education.
2. Applicant should be belongs to VJNT category.
3. Parent's annual income should be less than or equal to 8.00 Lacs.
4. Applicants must be residents of Maharashtra.
5. Applicants should be pursuing the education course approved by the government for Post Matric courses.
6. Applicant must be taken admission in government aided / Private Non-Aided / private permanently non aided for professional courses.
7. For professional courses Applicant should admitted through CAP round is must.

## **Criterion 5: STUDENT SUPPORT AND PROGRESSION**



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8. If Applicant fails in particular year, then he will get the Tuition Fees and Exam Fees of that particular academic year but he/she will not get the benefit until he/she gets promoted to next higher class.

9. Applicant will be eligible for scholarship if he / she change the course Non – Professional to Professional but he will not be eligible if he / she change the course from Professional to Non –Professional.

10. Scholarships/free ship will continue until Applicant completes one course. Ex. - 11th, 12th Arts -B.A., M.A. , M.Phil.,P.H.D. If, Applicant completed B.A and B.Ed. course and later after taking admission for M.A., for M.A. course. He/she will not be allowed for scholarship/freeship. But after admission to M.B.A. after B.Ed, it can be eligible for scholarship/freeship as it is a professional postgraduate course.

11. Applicant studying in particular professional/Non-Professional course, and availing benefits of scholarship/freeship for that academic course and if he/she wants to change his existing Professional/Non-Professional course in between academic years he/she will not be eligible for freeship/scholarship for further course.

### **Renewal Policy**

1. Applicant need to provide previous year's marksheet.
2. At a time Applicant can apply freeship for only one educational course and it will be applicable till he/she completes that educational course in specified time.
3. Applicant cannot take freeship for more than 2 professional courses.
4. If due to any medical condition or due to any unforeseeable event the Applicant cannot appear in the annual examination, the head master of the college can approve or certify that if the Applicant would have appeared in the annual examination, he would have been able to pass the examination. This will be only allowed if the head of the institution is satisfied by the submission of medical proof or any other required sufficient proof that the Applicant presents to the college.



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### Documents Required

1. Caste certificate - should be issued by competent authority
2. Income certificate- should be issued by competent authority
3. HSC or SSC marksheet or last examination marksheet.
4. Gap certificate - Not mandatory but in case of gap it is mandatory.
5. Declaration certificate of parents/guardians about number of children beneficiaries.
6. If applicable father death certificate.
7. CAP Allotment Letter (For Professional Courses)
8. Caste Validity Certificate (For Professional Courses as Per GR Dated 31st July 2008)  
Exempted Professional courses to be identified.
9. Leaving Certificate
10. Ration card for identify number of children in family.