



# अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर (छ.ग.)

गांधी चौक के पास, बिलासपुर, जिला-बिलासपुर (छ.ग.) 495001

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क्रमांक/3338/स्था.प्रशा./2019

बिलासपुर, दिनांक 20.3.19

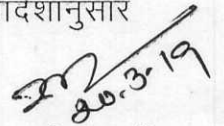
## ---:: अधिसूचना ::---

विश्वविद्यालय विद्यापरिषद् की नवम् बैठक दिनांक 28.03.2018 की अनुशंसा पर कार्यपरिषद् की 18वीं बैठक दिनांक 31.03.2018 के अ.अ.विषय क्रमांक--12 में लिये गये निर्णय के अनुसार विश्वविद्यालय शिक्षण विभाग के विभिन्न विभागों में अध्ययनरत निर्धन छात्रों की शुल्क माफी के लिए बैठक में अनुमोदित दिशा-निर्देशों (संलग्न) के अनुसार शुल्क माफी का निर्णय लिया गया है।

यह निर्णय आगामी शैक्षणिक सत्र 2019-20 से प्रभावशील होगा।

संलग्न- उपरोक्तानुसार

आदेशानुसार

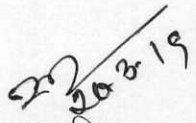
  
(डॉ. सुधीर शर्मा)

कुलसचिव

पृ.क्रमांक/3339/स्था.प्रशा./2019  
प्रतिलिपि:-

बिलासपुर, दिनांक 20.3.19

1. माननीय कुलपति महोदय के सादर सूचनार्थ।
2. परीक्षा नियंत्रक, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ।
3. अधिष्ठाता, छात्र कल्याण, विश्वविद्यालय शिक्षण विभाग, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ।
4. वित्त अधिकारी, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ।
5. विभागाध्यक्ष (समस्त), अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ।
6. सहायक कुलसचिव (परीक्षा/अकादमी/वित्त), अटल बिहारी वाजपेयी वि.वि., बिलासपुर को सूचनार्थ।
7. वेबसाईट पर अपलोड हेतु
8. कार्यालयीन प्रति/निजी नस्ती हेतु।

  
कुलसचिव

Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur (C.G.)

## Guidelines

for

### Students' Welfare Scheme

For Poor and Needy students of

University Teaching Department (UTD)

(As approved by Academic council and Executive council in its meeting held on 07-12-2019 )



# **Students' welfare Scheme for Poor and needy Students of University Teaching Department**

**(As approved by Academic council and Executive council in its meeting held on 07-12-2019)**

## **1. Introduction:**

University strives to promote academic excellence of the students who is economically weak, needy or poor and not able to pay their fee for higher studies to the students studying in university teaching department (UTD) in under graduate (UG) and post graduate (PG) courses. This scheme shall be known as Student welfare fund for poor and needy students and shall be effective from the date of its approval by the competent body.

## **2. Objective:**

To promote socially and economically backward students and to bring them in main stream of higher education so that they can improve their academic excellence.

## **3. Eligibility:**

3.1 Students studying in any courses of UG and PG of UTD.

3.2 Students belongs to below poverty line (BPL) category as decided by the government.

3.3 Students not getting scholarship from government or any other institutions/organizations/sources.

3.4 Student who has cleared all the subjects of preceding semesters and has not taken readmission in any semester due to any reason.

## **4. Nature of Assistance:**

4.1 Under this scheme only tuition fee of current semesters of the current academic year shall be exempted, student has to pay other miscellaneous fee.

4.2 Student has to pay fee of the semester in due time as notified by the department concerned and later on after approval by the committee during the odd semester, tuition fee shall be refunded to the student in his/her account. Similarly tuition fee of the even semester shall be refunded after paying fee in due time.

## **5. Procedure for Applying:**

5.1 Eligible students as per clause 3 who desirous to avail students' welfare scheme has to apply in the prescribed proforma (**Annexure –I**) along with all necessary documents as below:

- i. Declaration certificate regarding not getting/getting any financial assistance/ Scholarship from elsewhere.
- ii. Xerox copy of semester fee paid.
- iii. Student ID card issued by the department concerned.
- iv. Valid income certificate (If any).
- v. Evidence of showing BPL status as issued by competent authority.
- vi. Xerox copy of mark sheets of all previous semesters/Class.
- vii. Caste certificate (If any).

5.2 Application must be duly forwarded by the HOD of the department concerned to the Dean student welfare (DSW) and should reach the office of the DSW as soon as possible after taking admission in a particular semester.

## **6. Committee**

6.1 A committee known as students' welfare committee shall be constituted by hon'ble Vice chancellor consisting of all the HODs of university teaching departments as members and Dean Student welfare as chairman.

6.3 Committee shall meet once in each semester probably soon after the last date of admission and will recommend name of students as per this guidelines to waive off of tuition fee under this scheme.

6.4 If required committee may call student concerned to clarify the matters.

## **6. Procedure for Approval**

6.1 DSW shall call a meeting of students' welfare committee to discuss the matter and to take appropriate decision.

6.2 Decision of the committee shall be notified by DSW after taking approval from Hon'ble vice chancellor and the copy of the same is to be sent to all concerned members and HODs of the department along with Vice chancellor, Registrar and Finance officer of the university.

#### **7. General**

7.1 A student may take the benefits of this scheme any number of time during his/her study of UG or PG.

7.2 Benefit of this scheme shall be provided to only two students from each department separately for each course (UG and PG) in each semester.

7.3 In case of more than two students applied under this scheme from any one course (UG or PG) of any one department in a particular semester then priority shall be given as per the following order:

- i. Student not getting any scholarship from government or any other institutions/organizations/sources.
- ii. Student having good academic record in just preceding semester or year (In case of first semester student).

7.4 After granting Student welfare fund, if anything found wrong then appropriate decision shall be taken by the Committee/university authority as per university rule.

7.5 Other rules/Guidelines which are not mentioned above may be decided or changed by the Hon'ble vice chancellor from time to time and shall be final.

7.6 Tuition fee under this scheme shall be provided to the students subject to the availability of the budget assigned for this purpose and other criteria as per university rule.

7.7 This scheme shall not be applicable for any self finance course or for any diploma/certificate/PG diploma courses.

## Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur (C.G.)

### APPLICATION FOR STUDENTS' WELFARE FUND TO POOR AND NEEDY STUDENT FOR THE STUDETS OF UG/PG COURSES OF UTD

1. Name of the student : \_\_\_\_\_
2. Father's name: \_\_\_\_\_
3. Gender: M/F : \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_
5. Category: (GEN/SC/ST/OBC) : \_\_\_\_\_
6. Whether DA (Yes/No) \_\_\_\_\_
7. Source of income of Family i. Govt. Job ii. Private Job iii. Agriculture iii. Own business iv. Any other. \_\_\_\_\_
8. Annual Income from all sources \_\_\_\_\_  
(Attach proof)
9. Level UG/PG: \_\_\_\_\_
10. Class \_\_\_\_\_ Semester \_\_\_\_\_  
Department \_\_\_\_\_ Academic year \_\_\_\_\_
11. Amount of tuition fee paid in this semester \_\_\_\_\_ date \_\_\_\_\_ Challan No \_\_\_\_\_  
(Attach proof of receipt)
12. Overall marks in just preceding year \_\_\_\_\_ percentage of marks \_\_\_\_\_.  
(Attach self attested copy of mark sheet of all semesters)
13. Have you taken readmission in this semester due to any reason (Yes/No) \_\_\_\_\_ If  
yes specify year and semester \_\_\_\_\_
14. Do you have any back paper in any semester (Yes/No) \_\_\_\_\_ if yes specify subject, semester  
and year \_\_\_\_\_
15. Have you availed this scholarship earlier (If yes) give following detail  
Class \_\_\_\_\_ semester \_\_\_\_\_ Academic year \_\_\_\_\_
16. Academic session in which seeking for financial assistance \_\_\_\_\_
17. Mailing address with mobile number \_\_\_\_\_  
\_\_\_\_\_
18. Account detail : Name: \_\_\_\_\_ AC No. \_\_\_\_\_  
Name of bank \_\_\_\_\_ Branch \_\_\_\_\_  
IFSC code \_\_\_\_\_
19. E-Mail ID \_\_\_\_\_

#### Declaration by student

I hereby declare that the above information is true and complete to the best of my knowledge. I am aware that if any information herein is found to be incorrect or incomplete, my application form will be rejected and Students' welfare fund for poor and needy students to be provided shall be cancelled and tuition fee exempted will be returned/paid by me with penalty.

Date

Signature, Student

**Forwarded by HOD**

This is certify that Mr./Ms(Student Name) ----- with Enrolment No. -----is admitted in academic session ----- and studying in the department of (Name of department) -----(Class)----- (Semester)----- . As per the documents produced by him/her, he/She is eligible/ Not eligible for getting student welfare fund as per eligibility criteria mentioned in clause 3 of the this guideline and is being forwarded for the same.

Date:

Head  
(Signature and Seal)

**Recommendation by Students' welfare Committee**

Certify that student ----- class -----semester ----- department -----is eligible/not eligible to avail students' welfare as per the guidelines and hence recommended/rejected the same.

Date:

Members

Dean Student Welfare