

INFORMATION BOOKLET 2012-2013

SOCIAL PROTECTION

for

Scheduled Castes

Scheduled Tribes

Other Backward Classes

Persons with Disability

and

Minorities



TATA INSTITUTE OF SOCIAL SCIENCES

(A Deemed University, established under Section 3 of the UGC Act, 1956)

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1. INTRODUCTION

The Tata Institute of Social Sciences (TISS) was established in 1936, as the Sir Dorabji Tata Graduate School of Social Work, a postgraduate school of social work of national stature to meet the emerging need for trained human service professionals. It was accorded the status of a Deemed University in 1964, and has been funded by the University Grants Commission (UGC) since then.

Since its inception, the TISS has consistently worked for the promotion of sustainable, equitable and participatory development, social welfare and social justice. It has earned recognition as an institution of repute from different Ministries of the Government of India (GoI); State Governments; international agencies, such as the United Nations; and the non-government sector, both national and international. A high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute facilitating strong linkages between education, research, field action and dissemination.

In November 2009, the National Assessment and Accreditation Council (NAAC) completed the peer review for re-accreditation of the institute. The NAAC awarded the Institute an 'A' Grade with cumulative grade point of 3.88 out of 4.00 indicating a 'High Level' of academic accomplishment.

At present there are two lists of castes/tribes/other backward classes issued by the Central Government and respective State Governments known as Central List and State List. Although the TISS adheres to the rules and regulations of the Central Government, the Institute follows both the Central List and State list of **OBCs** with respect to the reservation norms, as made applicable by the GoI from time to time. The Central List can be accessed on the following websites:

- www.socialjustice.nic.in (for Scheduled Castes)
- www.tribal.gov.in (for Scheduled Tribes)
- www.ncbc.nic.in (for Other Backward Classes)

2. OBJECTIVES OF THE BOOKLET

This Information Booklet of the Social Protection Office has been prepared with the following objectives to:

- Guide the SC/ST/OBC/PWD/Minority students of the Institute, to optimally utilise the benefits of the schemes offered by the State Governments, GoI and UGC;
- Assist the staff of the Social Protection Office and the Standing Committee in carrying out their functions; and
- Sensitise all the sectors of TISS towards the Constitutional mandate, UGC Guidelines for the Social Protection Office (SC/ST Cell) and its functioning at TISS.

3. RESERVATION STATUS

Scheduled Castes (SCs)	15%
Scheduled Tribes (STs)	7.5%
Other Backward Classes (OBC)	27% for Non-creamy Layer only
Persons with Disability (PWD) (supernumerary quota)	3% [1% each is reserved for persons with (a) Low Vision/Blindness, (b) Hearing Impairment, and (c) Locomotor Disability/Cerebral Palsy.]

4. ESTABLISHMENT AND LOCATION OF THE SOCIAL PROTECTION OFFICE

TISS had set up a Student Service Cell in 1986, with the financial assistance from the then Ministry of Welfare, GoI, to assist students from the SC and ST communities to improve their academic performance and to optimise their personal and social development at the Institute. In 1988, the Institute obtained approval of the UGC to set up a Special Cell for SCs and STs, which started functioning in 1989. From this year, the SC/ST Cell has been renamed as the Social Protection Office (SPO).

5. UGC GUIDELINES FOR THE SOCIAL PROTECTION OFFICE

5.1 Purpose

According to the 1998 UGC Guidelines for the establishment of the SPO for SCs, STs, OBCs, the PWD and Minorities in Universities and Deemed to be Universities, the purpose is to help them to implement the reservation policy with regard to the admission of students and the recruitment of teaching and non-teaching staff at various levels. Its function is also to help the SC/ST/OBC/PWD/Minority categories to integrate with the mainstream of the university community and to remove any difficulties, which they may be experiencing.

5.2 Objectives

According to the UGC Guidelines of 1998, the objectives of the Cell (SPO) are to:

- Implement the reservation policy for SCs/STs/OBCs/PWDs/Minorities in the Universities and colleges;
- Collect data regarding the implementation of the policies in respect of admissions, appointments to teaching and non-teaching positions in the universities, and in the affiliating colleges and analysis of the data showing the trends and changes towards fulfilling the required quota;
- Take such follow up measures for achieving the objectives and targets laid down for the purpose by the GoI and the UGC; and
- Implement, monitor and evaluate continuously the reservation policy in universities and colleges and plan measures for ensuring effective implementation of the policy and programmes of the GoI.

5.3 Functions

According to the UGC Guidelines of 1998, the functions of the SPO are to:

- Circulate GoI and Commission's decisions and to collect regularly, on an annual basis, information regarding course-wise admissions to candidates belonging to the SC/ST/OBC/PWD/Minorities in the Universities and Colleges for different programmes, in suitable forms prescribed, by a stipulated date, and to take follow up action, where required.
- Circulate GoI orders and Commission's decisions and to collect information with respect to appointment and training of these communities in teaching and non-teaching posts in the Universities and Colleges, in suitable forms by a stipulated date and take follow up action whenever required.
- Collect reports and information regarding the GoI orders on the various aspects of education, training and employment of SC/ST/OBC/PWD/Minority candidates, for evolving new policies or modifying existing policy by the Commission.
- Analyse information on admissions, education, training and employment of SC/ST/OBC/PWD/Minorities, and prepare reports and digests for onward transmission to the Ministry of Human Resource Development/UGC and such other authorities as may be required.
- Deal with representations received from SCs/STs/OBCs/PWDs/Minorities candidate regarding their admission, recruitment, promotion and other similar matters in Universities/Colleges;
- Monitor the working of the remedial coaching scheme, if approved in the University and its affiliated colleges.
- Function as a Grievances Redressal SPO for SC/ST/OBC/PWD/Minority students and employees of the University and render them necessary help in solving their academic as well as administrative problems.
- Maintain a register for employment of SC/ST/OBC/PWD/Minority candidates in the University and affiliated Colleges.
- Any other work assigned from time to time to promote higher education among the communities suffering economic, social and educational deprivations.

6. CONSTITUTIONAL SAFEGUARDS AND LEGISLATION FOR SCs/STs

6.1 Constitutional Safeguards

According to the Constitution of India, which resolved India into a sovereign socialist secular democratic republic, Right to Equality is a Fundamental Right that includes the right to equality before law; prohibition of discrimination (Article 15); equality of opportunities in matters of public employment (Article 16). The Constitution further specifies that this will not prevent the state from making special provisions

for women, children, SCs and STs. Article 17 declares abolition of untouchability, forbidding its practice in any form.

The Directive Principles of State Policy of the Constitution include promotion of educational and economic interests of SCs, STs and other weaker sections (Article 46). The Hindu religious institutions of public character are thrown open to all classes and sections of Hindus (Article 25b). Any disability, liability, restriction of conditions with regard to access to shops, public restaurants, hotels and places of public entertainment or use of wells, tanks, bathing ghats, roads and places of public resort maintained wholly or partly out of state funds or dedicated to the use of the general public are removed according to Articles 15(2). Article 16 and 355 permit the states to make reservation for backward classes in public services in case of inadequate representation.

Tribal advisory councils and separate departments are set up in states to promote the welfare and safeguard the interests of the tribals (Article 164 and 338 and Fifth Schedule). Article 244 and Fifth and Sixth Schedules make special provision for administration and control of scheduled and tribal areas.

The Reservation Policy is a Constitutional device in the creation of society of equals. It is an exception to the principle of equality, as the principle of equality operates within equals and to equate equals with unequals is to perpetuate inequality. Reservation for SCs and STs is founded upon the ideology of compensatory justice for their sufferings for ages for no fault of theirs. The quota of reservation has been decided by the Constitution in accordance with the percentage of the population of SCs and STs, being 15% and 7.5%, respectively; 27% for OBC (NC only) and 3% for PWD.

6.2 Legislation

The Protection of Civil Rights Act 1955 (earlier Untouchability (Offences) Act, 1955), which has been in force since 1976, provides for penalties for preventing any person on grounds of untouchability, from enjoying the rights accruing on account of abolition of untouchability.

The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act of 1989 specifies the offences which are considered as atrocities and provides for deterrent punishments of commission of the same. Comprehensive Rules prepared under this Act provide for relief and rehabilitation of the affected persons and envisage preventive measures.

By virtue of the Constitution (65th Amendment) Act of 1990, the Special Post under Article 338 of the Constitution has been substituted by the National Commission for Scheduled Castes and Scheduled Tribes, mainly to investigate and monitor all matters relating to the safeguards to SCs/STs under the Constitution and laws.

7. SC/ST/OBC/PWD/MINORITY STANDING COMMITTEE AND MENTORS

The Standing Committee ensures the effective implementation of the policies and programmes of the GoI, UGC and State Governments with regard to backward castes, classes and physically challenged. It also suggests measures for achieving the objectives laid down by the various government agencies. The Committee meets at least two times in a year and the decisions arrived at are mandatory to be implemented. The Committee functions under the Chairperson of the Director.

SC/ST/OBC/PWD/Minority Standing Committee

Prof. S. Parasuraman	Director and Chairman
Prof. G.G. Wankhede	Dean, Social Protection Office
Prof. Neela Dabir	Registrar and Member
Prof. Vimla Nadkarni	Member
Prof. A. Ramaiah	Member
Prof. Arvind Tiwari	Member
Prof. H. Beck	Member
Dr. Sampat Kale	Member
Dr. P.K. Shahajan	Member
Dr. Akhilesh Yadav	Member
Dr. Rambabu A.	Member
Mr. D.K. Shetty	Member

School-Wise Mentors

Dr. M. Mariappan	School of Health Systems Studies
Dr. B. Venkatesh Kumar	School of Management and Labour Studies
Dr. P. Gopinath	School of Development Studies
Dr. Suryakant Waghmore Dr. Sunil Santha Ms. Ketki Ranade	School of Social Work
Dr. Sampat Kale	School of Rural Development
Mr. Mahesh Kamble	School of Habitat Studies
Mr. Nagesh Babu	School of Media and Cultural Studies
Dr. Anil Sutar	for M.Phil/Ph.D. Students
Dr. Akhilesh Yadav	for OBC Students
Dr. P.K. Shajahan	for Minority Students
Dr. Rambabu A.	for Differently-abled Students

8. SPECIAL ACTIVITIES OF THE SOCIAL PROTECTION OFFICE

8.1 Pre-Admission Orientation

The pre-admission orientation is organised by the Social Protection Office for all SC/ST/OBC/PWD/Minority candidates who have qualified to appear for the National Entrance Test of the Institute. The orientation programme is scheduled for about 2–3 days in the month of November, every year.

The objective of this programme is to orient them about the whole process of the entrance test, positive and negative aspects of written test, group discussion and personal interview. Besides, another important point which is touched upon is about the common mistakes that candidates make in the admission test and how to overcome those. The candidates are also told about the facilities available for the eligible candidates. It is all meant to help them feel confident. This is followed by clarification of any doubts from the candidates.

8.2 Post-Admission Orientation

The students admitted in various programmes are provided post-admission orientation. The main focus is on the course curriculum, help in selection of optional courses, acquainting them with the whole new multi-cultural and multi-lingual environment that they are to face on the campus, and various facilities available to them.

8.3 Capacity Building Sessions

- (a) Language classes are arranged for students to improve communication skills and proficiency of language;
- (b) A programme on 'Personality Development' is conducted;
- (c) Career counselling is provided to the students;
- (d) Computer classes are arranged to enhance their skills in operating the computer.
- (e) Book Bank.

8.4 Remedial/Co-Curricular Coaching

At TISS, remedial/co-curricular classes are conducted in the following areas, depending upon the students' interest:

- Language classes for English,
- Language Lab is installed for all the students.
- Skill workshops for use of the library, writing assignments, making presentation in class, public speaking, job selection and job interviews process,
- Coaching in basic subjects such as social research and field work recordings, and
- Orientation on scholarships available for higher studies.

8.5 Grievance Redressal

The SC/ST/OBC/PWD/Minority students can approach the Section Officer/Dean, Social Protection Office for redressal of any grievance(s) regarding academic, administrative or social problems. The Section Officer/Dean will meet the concerned students, faculty and staff, understand their problem and take necessary action and/or render them necessary advice/help to resolve the matter.

9. DUTIES OF THE DEAN, SOCIAL PROTECTION OFFICE

The Social Protection Office is concerned with the implementation of policies and programmes of the GoI and the the Institute to promote well-being and dignity and securing entitlements of students belonging to SCs, STs, OBCs, Minority and Differentially Aabled categories. While doing so, this Office is committed to promote values and practices of equality, justice, security and dignity for all students and stakeholders of the TISS community irrespective of their caste, religion, regional origin, gender and sexual orientation.

Students: The Dean, on behalf of the Social Protection Office organises pre-admission orientation programme for SC/ST/OBC/PWD/Minority candidates to help them prepare for Entrance Tests as well as post-admission orientation programme for new students at the beginning of the academic session. Various coaching classes are conducted on life skills, personality development, writing and presentation skills and so on. Interactive sessions and informal meetings with students are also conducted to help them deal with personal, social and academic problems.

Faculty and Staff: The Dean ensures due compliance of the orders of reservation issued from time to time in favour of SC/ST/OBC/PWD/Minority. He also looks after the prompt response to the grievances of the employees of these categories. Some of the duties of the Dean are:

1. To ensure due compliance by the subordinate authorities with the reservation orders and other benefits admissible to SC/ST/OBC/PWD/Minority.
2. To scrutinise and ensure prompt submission of the prescribed annual statements by the appointing authorities to the Ministries/Departments and consolidation of the annual statements and sending such consolidated statements to the Department of Personnel and Training.
3. To scrutinise properly all proposals for dereservation and to certify after due satisfaction that such dereservations are inevitable and that all steps prescribed in this regard have been faithfully taken.
4. To liaise between the Ministries/Departments/Attached and Subordinate offices and the Department of Personnel for supply of required information, answering queries and clearing doubts.

5. To conduct annual inspection of the rosters maintained, keeping a record of such inspection.
6. To extend necessary assistance to all the appropriate authorities to discharge their duties.

10. TISS FACILITIES TO STUDENTS (INCLUDING M.PHIL. & PH.D. STUDENTS)

10.1 Eligible SC/ST/OBC Candidate

- Unemployed students, whose parent's income is less than the prescribed limit (**refer page No. 14**) for the immediate preceding year, and
- Fulfil the criteria for the award of the Government of India Post-Matric Scholarship.

10.2 Exemption of Charges for Application Form for TISS National Entrance Test

The Application Form for admission to various programmes are provided free of cost to eligible SC/ST/Denotified and Nomadic Tribes (DNTs) and OBC (NC) candidates for availing this, the candidates' are required to submit the Caste and Income Certificate issued by a competent authority.

10.3 Travelling Allowance

Travelling Allowance (TA) is paid to all the eligible SC/ST/DNTs/OBC(NC) candidates for attending Written Test, Group Discussion and Personal Interview up to a specific amount for claiming TA, the candidates are required to submit original travel tickets along with filled-in TA form. The candidates are required to choose the nearest Entrance Test Centre.

Travelling Allowance (TA) is also paid to all the eligible SC/ST/DNTs/OBC(NC) candidates for attending the orientation programme. For claiming TA, the candidates are required to submit original travel tickets along with filled-in TA form. The candidates are required to choose the nearest Orientation Centre, if the orientation is provided at more than one Centre.

10.4 Lodging and Boarding during Orientation Programme

Lodging and boarding facilities are provided to all SC/ST/DNTs/OBC(NC) candidates, wherever possible, or a specified amount is paid towards these facilities.

10.5 Post Admission

10.5.1 Exemption of Fees

The eligible SC/ST/OBC students selected for the various programmes and who fulfill the criteria for the award of the GoI Post-Matric Scholarship (GoI-PMS) are exempted from the payment of fees, except for the Medical Insurance and Union Fee.

The exemption of fees is also applicable for the eligible students of Maharashtra belong to Special Backward Classes/De-notified and Nomadic Tribes.

Students eligible for GoI-PM (other than Maharashtra) and who have claimed exemption in fees at the Institute are required to forward their individual application forms to their concerned authority for the Scholarship through the Social Protection Office. You are requested to obtain the printed scholarship application forms (fresh/renewal) from the concerned authority and submit the same to the Section Officer, Social Protection Office. You should also obtain the parents'/guardian's signature on the application form, wherever required.

10.5.2 Freeship Scheme for SC/ST/OBC/SBC/DNT's Students of Maharashtra State

The students who claim to belong to the state of Maharashtra must produce the Caste/Tribe/Class Certificate issued by the State Government of Maharashtra.

The students of SC/ST/OBC/SBC/DNT's of Maharashtra State, whose parents/guardians income is more than the prescribed limit (refer page no. 14) are eligible for the Freeship Scheme.

Freeship scheme (exemption of Tuition Fee, Examination Fee, Development Fund only for first year and Field Work/Study Tour/Rural Camp/Internship) is applicable for the students of SC/ST/Special Backward Classes/De-notified and Nomadic Tribes of Maharashtra State only.

The students of OBC category (non-creamy layer) from Maharashtra are exempted from payment of 50% of fees on Tuition, Examination, Development Fund for first year and Field Work/Study Tour/Rural Camp/Internship.

Kindly note that the students are required to submit the application form for the GoI-PM/Freeship Scheme **every year**, along with all the necessary enclosures to the Social Protection Office. The junior students of 2011–2012 who will be advancing to the next academic year 2012–2013 as senior students also have to submit the application form for renewal of the scholarship/freeship. The dates for submission of GoI-PMS/Freeship application forms for junior and senior students will be informed by the Social Protection Office. Further, the responsibility of submitting the application form within stipulated period, as announced by the Social Protection Office or as per the deadline of the respective State Government, rests with the concerned student.

However, if the Institute does not receive the grant from the concerned authority, the students are required to follow-up with the concerned authority for the release of the grant. All the required support and guidance will be provided by the Social Protection Office.

Non-submission of GoI-PMS/Freeship Application Forms and non-fulfillment of the conditions for the award of GoI-PMS/Freeship scheme will result in withdrawal of

the exemption granted by the Institute and the total fees (including Dining Hall/ Hostel charges and advances, if any) will be recovered from the student.

In case, the Institute does not receive the sanction letter or scholarship amount, after submitting the scholarship application form to respective State, the student will have to repay the total exempted fees (including Dining Hall/Hostel charges and advances, if any) to the Institute. The last date for repayment of fees for junior and senior students is commencement of third semester and **March 29, 2013**, respectively.

10.5.3 Financial Aid to Students

Limited **Financial Aid/Loan** facilities are available for all students on the basis of Merit and Merit-cum-Need in the Institute. Those students' who are eligible for GoI-PMS, are **not** eligible to apply for financial aid. The Student Aid Committee administers and disburses the aid.

If the student is awarded exemption from payment of tuition fee, the awardee while claiming for reimbursement should enclose a photocopy of the fee receipt along with the application.

Students who are awarded loan need to give an undertaking on a stamp paper worth Rs.100. Original salary certificate of surety and parents/guardians consent letter is also required.

10.5.4 Monetary Assistance

An amount of Rs. 75/- per month is provided by the Institute towards expenses for travelling for fieldwork to the students (other than Maharashtra) who are eligible for the GoI-PM Scholarship.

A fellowship of Rs. 3,000/- per month is instituted by the Institute and is awarded to all the M.Phil./Ph.D. students fulfilling the criteria laid down by the Institute.

10.5.5 Waiver of Development Fee for SC, ST and OBC students

All students from SC, ST and OBC students are exempted from the payment of Development Fee of the Institute.

10.5.6 Reimbursement of Concurrent Field Work Expenses

Reimbursement of Concurrent Field Work expenses is provided to GoI-PMS holders against Bills/Receipts not exceeding Rs. 50,00/-.

10.5.7 Guidelines for Advance (Field Work/Rural Practicum/Study Tour/Block Placement/ Internship, etc.)

Advance is provided for Rural Practicum, Study Tour, Block Placement, etc., to GoI-PMS holders.

1. General category students will be reimbursed actual Travelling Expenses (by public transport, i.e., BEST/ST/Local Train fare) on submission of tickets after deducting Rupees 50/- per month from their total amount claimed for the period during field work.
2. GoI-PMS (Master Programmes) doing research as a part of their academic programme are advised to undertake the study either in Mumbai or near to their Hometown. They will be reimbursed expenses on production of bill/tickets as below:
 - (a) A maximum of Rupees of 5,000/- for Boarding and Lodging (both) with a restriction of Rs. 150/- per day for overnight stay (inclusive of Rs. 100/- per day for food), only if, they are required to stay out (after recommendation and certification by the research guide).
 - (b) A maximum of Rupees 3,000/- per annum for printing and Stationery.
 - (c) Rupees 1000/- per annum (Maximum) Return fare, inclusive of local fare.
3. GoI students going for Field Work, Rural Practicum, Block Placement, Study Tour, Internship, etc. will be reimbursed as below on production of bills/ tickets:
 - (a) A maximum of Rupees 5,000/- for Boarding and Lodging (both) with a restriction of Rupees 150/- per day for overnight stay (inclusive of Rupees 100/- per day for food).
 - (b) A maximum of Rupees 1,000/- Return fare inclusive of local fare.

10.5.8 Guidelines for Drawing and Settling of Advance

- Advances provided for any purpose have to be settled within the prescribed time limit along with bill/receipt in original.
- The application for the advance should be submitted to Accounts Section at least 8 days before leaving for the visit.
- There should be proper indication of students name, eligibility (i.e whether GoI Scholarship holder), duration, place of visit in the application.
- The GoI Scholarship holder must inform the DH before leaving for the visit and sign out from DH otherwise they will not be entitled for food reimbursement.
- The application for advance must be forwarded through the concerned Faculty In-Charge of the visit.
- The advance will be given to group leader whose name should be clearly mentioned in the application.
- On return, the group leader has to submit the details of expenses incurred during the visit for GoI scholarship holders within 15 days of arrival along with bills/ receipts etc.

- The bills (in original) duly certified by concerned faculty should be submitted to Accounts Section with covering letter and summary of expenditure incurred during the visit. In absence of prescribed bills, the same may be submitted in quarter receipt format duly signed by the concerned person to whom the payment was made.
- The sign out form of GoI PMS students must be submitted along with the settlement.

10.5.9 Dining Hall

The students fulfilling the criteria for GoI-PM Scholarship are exempted from payment of Dining Hall charges. The Dining Hall is managed by a Working Committee with student representatives as members, which looks after the overall supervision and control of the Dining Hall. The Dining Hall is governed on no-profit-no-loss basis.

10.5.10 Hostel

The SC/ST/OBC(NC)/PWD students are given priority in the allotment of hostels. The deserving SC/ST/OBC(NC) students are provided hostels on fulfilment of the criteria laid down by the Institute.

10.5.11 Computer Printing Charges

GoI-PM Scholarship holders will be exempted from payment of computer printing charges at the Institute to a maximum limit of Rs. 1,000/- per year. If the printing charges exceed the set prescribed limit, the student will be required to pay the additional printing charges.

We would like to convey to you that a major share of the exemption provided to the students' availing the GoI Post-Matric Scholarship scheme is borne by the Institute. The grants received, if any, from the various State Governments under the scheme is very meager compared to the amount expended on the students. Hence, the students are requested to follow-up personally or through their parents/guardians with the concerned authority for release of grants to the Institute. Kindly note that the additional facilities for eligible GoI Post-Matric Scholarship students are offered because of the affirmative policies of the Institute. It should not be considered as a right. Therefore, students should adhere to the limits of expenditure set for internship, field work, printing, etc.

11. FEE EXEMPTION UNDER GOI-PMs/FREESHIP SCHEME

S No.	Particulars	Category	Income Limit	Fees Exempted	Hostel	Dining Hall
1	GoI-PM Scholarship (Applicable to all States Including Maharashtra)	SC	Income below Rs.2 lakh	All fees exempted except Health Insurance charges, Student Union fees and Security Deposit	Exempted	Exempted
		ST	Income below Rs.2 lakh			
		OBC	Income below Rs. 44,500			
2	GoI-PM Scholarship (Maharashtra)	SBC	Income below Rs.44,500	All fees exempted except Health Insurance charges, Student Union fees and Security Deposit	Exempted	Exempted
		DNTs	Income below Rs.1 lakh			
		SBC	Income between Rs. 44,500/- and Rs.1 lakh			
3	Freeship Scheme (Maharashtra)	OBC	Income between Rs. 44,500/- and Rs.1 lakh	50% fee exemption on: (a) Tuition Fee (b) Examination Fee (c) Field Work/ Study Tour/Rural Camp/ Internship (d) Computer Charges (e) Development Fund	Exempted	Not Exempted
		SC	Income above Rs. 2 lakh			
		ST	Income above Rs. 2 lakh			
3	Freeship Scheme (Maharashtra)	DNTs	Income between Rs. 1 lakh and Rs. 2 lakh	(a) Tuition Fee (b) Examination Fee (c) Field Work/ Study Tour/Rural Camp/Internship (d) Computer Charges (e) Development Fund	Exempted	Not Exempted
		SBC	Income above Rs. 2 lakh			
		SBC	Income above Rs. 2 lakh			

S No.	Particulars	Category	Income Limit	Fees Exempted	Hostel	Dining Hall
3	Freeship Scheme (Maharashtra)	OBC	Income between Rs. 1 lakh and Rs. 2 lakh	50% fee exemption on: (a) Tuition Fee (b) Examination Fee (c) Field Work/ Study Tour/Rural Camp/Internship (d) Computer Charges (e) Development Fund	Exempted	Not Exempted
			Income above Rs.2 lakh		Not Exempted	Not Exempted

Note:

- All the students of SC/ST category are exempted from the payment of Development Fund of the Institute.
- All the students of SBC/DNT(Maharashtra) & OBC category whose parents income from all sources is below Rs. 2 lakh for the immediate preceding year are exempted from the payment of Hostel Charges.

Eligibility for Government of India Post-Matric Scholarship: Whose parent's income from all sources is less than the prescribed limit for the immediate Preceding Year and fulfills the criteria for the award of the GoI-PMS.

Eligibility of Freeship Scheme for Students of Maharashtra: Whose parent's income from all sources is more than the prescribed limit for the immediate preceding year and fulfills the criteria for the award of the Freeship Scheme. Students must produce Caste/Tribe/Class certificate stating that they belong to a particular Sub-caste Of the State of Maharashtra. The Scheme is not Applicable to students who have migrated from any State to Maharashtra.

12. DOCUMENTS REQUIRED FOR GOI POST-MATRIC SCHOLARSHIP AND FREESHIP SCHEME OF MAHARASHTRA

<i>Scheme</i>	<i>Government of India Post Matric Scholarship (for students other than Maharashtra)</i>	<i>Government of India Post Matric Scholarship (for Students of Maharashtra)</i>	<i>Freeship Scheme of Government of Maharashtra</i>
Income Limit Eligibility	SC/ST (Below Rs. 2 lakh p.a.) OBC (Below Rs. 44,500/- p.a.)	SC/ST (Below Rs. 2 lakh p.a.) OBC/SBC/DNT's (Below Rs. 1 lakh, p.a.)	SC/ST (More than Rs. 2 lakh p.a.) OBC/SBC/DNT (More than Rs. 1 lakh p.a.)
1	Caste/Tribe Certificate (For OBC Category-Non Creamy Layer Certificate valid up to March 2013)	Caste/Tribe Certificate (For OBC/SBC/DNT's Category – Non Creamy Layer Certificate valid up to March 2013) (For ST Category – Tribe Validity Certificate)	Caste/Tribe Certificate (For OBC/SBC/DNT's Category – Non Creamy Layer Certificate valid up to March 2013) (For ST Category – Tribe Validity Certificate)
2	Income Certificate issued of 2011-2012 financial year, issued by Revenue Officer not below the rank of Tehsildar	Income Certificate of 2011-2012 financial year, issued by Tehsildar	Income Certificate of 2011-2012 Income Tax Certificate (Form No. 16)
3	Marksheet from 10th onwards	Marksheet from 10th Onwards	Marksheet from 10th Onwards
4	Gap Certificate (Affidavit)	Gap Certificate (Affidavit)	Gap Certificate (Affidavit)
5	Copy of Ration Card	Copy of Ration Card	Copy of Ration Card
6	If father passed way (Death Certificate of Father)	If father passed way (Death Certificate of Father)	If father passed way (Death Certificate of Father)
7	Hostel Certificate	Hostel Certificate	Hostel Certificate
8	Any other document as prescribed by the respective State Government	* District Change Certificate (Applicable to students of Maharashtra who pursued their immediate previous education outside Mumbai)	* District Change Certificate (Applicable to students of Maharashtra who pursued their immediate previous education outside Mumbai)

Scheme	Government of India Post Matric Scholarship (for students other than Maharashtra)	Government of India Post Matric Scholarship (for Students of Maharashtra)	Freeship Scheme of Government of Maharashtra
9	Government of India Post Matric Scholarship Application Form from respective State Governments (separate forms for 'Fresh' and 'Renewal')	Under this scheme, an advance copy of application should also be submitted online by the candidates (for SC/OBC/DNT/SBC) Applications can be collected from the Social Protection Office (for ST)	Under this scheme, an advance copy of application should also be submitted online by the candidates (for SC/OBC/DNT/SBC) Applications can be collected from the Social Protection Office (for ST)
10	Complete address with Pin Code of the appropriate/concerned authority dealing with Gol-PMS		

*District Change Certificate (DCC): The DCC is issued by the immediate erstwhile college/institution in which the student has studied. The certificate indicates whether the student has received grants under the Gol Scholarship/ Freeship Scheme.

Note: Modification/changes made to the Government of India Post-Matric Scholarship Scheme/Freeship Scheme of Maharashtra by Government of India/State of Maharashtra from time to time will be applicable to the concerned students.

13. OVERALL ACHIEVEMENTS

Ever since the Office of Social Projection has started the Pre-admission Orientation Programme for SC/ST/OBC(NC)/PWD/Minority, the students of these communities have started performing very well in Common Entrance Test, Group Discussions and the Personal Interviews. Besides this, some of the students also get selected on their own merit in the general category.

Total No. of SC/ST/OBC/PWD/Minority students who have attended the Pre-admission Orientation Programme during the last six years and admitted on open merit for various courses.

Year	Total No. of students called for PAOP	No. of Students attended PAOP	No. of admitted students					Total No. of students admitted on Merit
			SC	ST	OBC	PWD	Total	
2007-2008	928	420	65	40	0	0	105	25
2008-2009	3003	1941	69	31	38	8	146	27
2009-2010	4081	912	91	44	108	16	259	36
2010-2011	2118	512	98	54	182	12	346	25
2011-2012	2107	514	104	64	174	11	353	28
2012-2013	1299	464	110	63	209	10	392	39

14. LOCATION, ACCESS AND COMMUNICATION

Mumbai Campus

The two **Mumbai Campuses** of TISS — the Main Campus and the Malti and Jal A.D. Naoroji Campus Annexe — are both located in Deonar in the North-East Section of Greater Mumbai. The Main Campus is situated opposite the Deonar Bus Depot on V.N. Purav Marg (also earlier known as the Sion–Trombay Road). The Main Campus houses most of the Schools, Centres and the Administration. The Naoroji Campus is situated off V.N. Purav Marg on Deonar Farms Road.

The nearest local railway station is ‘Govandi’. State Transport (ST) buses from Kolhapur, Solapur, Goa, Pune, and other cities pass by the Institute and the nearest ST bus stop is ‘Maitri Park’. The BEST bus stop near TISS is ‘Deonar Bus Depot’.

Postal Address

V.N. Purav Marg, Deonar, Mumbai 400088

Telephone Nos. : 91-22-2552 5000

Fax : 91-22-2552 5050

URL : <http://www.tiss.edu>

Tuljapur Campus

The **TISS Tuljapur Campus** in the Osmanabad district of Maharashtra was set up with support from the Government of Maharashtra in 1986. It is a 100-acre campus on a vast plateau on the outskirts of the temple town of Tuljapur and offers an undergraduate and post graduate programme in Social Work with specialisation in Rural Development. It has a full-fledged computer centre, library, gymnasium, hostels, guest house, faculty and staff quarters.

Postal Address

Tata Institute of Social Sciences

School of Rural Development

Tuljapur-413 601, District-Osmanabad, Maharashtra, India,

Telephone Nos. : 9270105222

Fax : 02471-242061

Email : infor.srd@tiss.edu

Guwahati Campus

The **TISS Guwahati Campus** is being established on 15 acres of land located within the Assam Engineering College campus at the behest of the government of Assam and the Ministry of Department of North East Region, GoI. The UGC and the Ministry of Human Resources Development have given the necessary permissions and approvals for this campus. TISS Guwahati has been contributing to the development sector in the North East through a well-conceived Diploma Programme in Community Organisation and Development Practice since June 2009. Currently, TISS Guwahati is operating out of an interim campus in the heart of the city in Guwahati. The campus space is equipped with all facilities of a cyber library, conference hall, and classrooms with provisions for video conferencing.

Postal Address

14-A, Bhuban Road, Uzanbazar, Guwahati 781 001

Telephone Nos. : 0361-2510342, 2736526

Telefax : 0361-2510423

Mobile : 91-9401828194

Email : tissnerc@gmail.com

Hyderabad Campus

The **TISS Hyderabad Campus** is being set up on 100 acres of land in the Kothur Mandal of Mebhubnagar district, close to the Rajiv Gandhi International Airport, Hyderabad. Currently, the TISS Hyderabad is operating from an interim campus in the AMR-Andhra Pradesh Academy for Rural Development (APARD) campus in Rajendranagar, Hyderabad. TISS Hyderabad has a strong multi-disciplinary faculty, post-doctoral fellows and research teams. The campus is situated amidst lush green environs and is well-equipped infrastructurally. The library has access to electronic and digital researches, databases, as well books and journals. The new campus will be ready by the academic year 2014.

Postal Address

SR Sankaran Block

AMR-AP Academy of Rural Development

Rajendranagar, Hyderabad 500 030.

Telephone No. : 91-40-24017701

Fax : 91-40-24019713

15. CONTACT PERSONS

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Lower Division Clerk

Tata Institute of Social Sciences

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**VARIOUS EDUCATIONAL SCHOLARSHIP
SCHEMES OF GOVERNMENT AND NGOs,
AND SAMPLE FORMAT OF CERTIFICATES**

I

Scheme of Post-Matric Scholarships for the Students Belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes for Studies in India

1. Objective

The objective of the scheme is to provide financial assistance to the Scheduled Caste, Tribe and Other Backward Classes students studying at post matriculation or post-secondary stage to enable them to complete their education.

2. Scope

These scholarships are available for studies in India only and are awarded by the government of the State/Union Territory to which the applicant actually belongs, i.e., permanently settled.

3. Conditions of Eligibility

- i. The scholarships are open to Indian nationals only.
- ii. These scholarships will be given for the study of all recognised post-matriculation for post-secondary courses pursued in recognised institutions with the following exceptions:

“Scholarships are not awarded for training courses like Aircraft Maintenance Engineer’s Courses and Private Pilot licence Courses. Courses at Training–Ship Dufferin (Now Rajendra), courses of training at the Military College, Dehradun, courses at Pre-examination Training Centres of all India and State levels.”
- iii. Only those candidates who belong to Scheduled Castes, Tribe and Other Backward Classes so specified in relation to the State/Union Territory to which the applicant actually belongs i.e. permanently settled and who have passed the Matriculation or Higher Secondary or any higher examination of a recognised University or Board of Secondary Education, will be eligible.
- iv. Candidates who after passing one stage of education are studying in the same stage of education in different subject eg. I.Sc. after I.A. or B.Com after B.A. or M.A. in other subject will not be eligible.
- v. Students who, after having completed their educational career in one professional line, e.g. LLB after B.T./B.Ed. will not be eligible. From the academic year 1980-81, studies in two professional courses are allowed.

- vi. Students studying in Class XI of the Higher Secondary School courses of the XII Class of the Multipurpose High School will not be eligible for it being a continuous school course. However, in cases where tenth class examination of such courses is treated as equivalent to Matriculation and students who after passing tenth class join other courses, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- vii. Students pursuing Post-graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
- viii. Students who after failing or passing the under graduate/post-graduate examinations in Arts/Science/Commerce join any recognised professional or Technical certificate/diploma/degree courses will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except courses in Group 'T'.
- ix. Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education.
- x. Employed students whose income combined with the income of their parents/guardians does not exceed the maximum prescribed income ceiling are made eligible to post-matric scholarships to the extent of reimbursement of all compulsorily payable non-refundable fees.
- xi. All children of the same parents/guardians will be entitled to receive benefits of the scheme. [For OBC: Only two children (boys) of same parents/guardians are entitled for scholarship. This restriction is not applicable to girls.]
- xii. A scholarship holder under this scheme will not hold any other scholarship/stipend. If awarded any other scholarship/stipend, the student can exercise his/her option for either of the two scholarships/stipends, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the dates he/she accepts another scholarship/stipend. The student can however, accept free lodging or a grant or ad hoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- xiii. Scholarship holders who are receiving coaching in any of the pre-examination training centres with financial assistance from the Central Government/State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.

Note: It is mentioned under the item III (condition of eligibility) of these regulations that the scholarship will be given for the study of all recognised post-matriculation or post-secondary courses pursued in recognised institutions, the list of courses grouped (I to IV) is only illustrative and not exhaustive. The State Governments/ Union Territory Administrations are, thus,

themselves competent to decide the appropriate grouping of courses at their level as advised vide this Ministry's letter No.11017/13/88-Sch.Cell, dated 3.8.1989.

4. Means Test

In case of unemployed SC/ST and OBC category students whose parents/guardians' income from all sources does not exceed Rs. 2,00,000/- and Rs. 44,500/- per annum respectively will be entitled for the scholarship under the scheme.

Notes

1. So long as either of the parents (or husband in the case of married unemployed girl student) is alive, only income of the parents/ husband, as the case may be, from all sources has to be taken into account and of no other member even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents (or husband in the case of married but unemployed girl student) have died, the income of the guardian who is supporting the student in his/her studies has to be taken. Such students whose parent's income is affected due to unfortunate death of one of earning parents and resultantly comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.
2. House rent allowance received by the parents of a student shall be exempted from the computation of 'income' if the same has been permitted to be exempted for purpose of Income tax.
3. Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year.
4. The revised income ceilings account for Consumer Price Index for Industrial workers upto October 2002. Income Ceiling would be revised once in every two years linking it with Consumer Price Index for Industrial Workers for the month of October of the year, preceding the year of revision and will be made effective from April.

5. Value of Scholarship

The value of scholarship includes maintenance allowance, additional allowance for students with disabilities, reimbursement of compulsory non-refundable fees, study tour charges, thesis typing/printing charges, book allowance for students pursuing correspondence courses and book bank facility for specified courses, for complete duration of the course. The details are as follows:

i. Maintenance Allowance

Groups	Rate of Maintenance Allowance (in Rs. p.m.)					
	SC		ST		OBC	
	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars
Group I: Degree and Post Graduate level courses (including M.Phil., Ph.D. and Post Doctoral research) in Medicines (Allopathic, Indian and other recognised systems of medicines), Engineering, Technology, Agriculture, Veterinary and Allied Sciences, Management, Business Finance, Business Administration and Computer Applications/Science. Commercial Pilot License (including helicopter pilot and Multi Engine rating) Course.	1200	550	1200	550	750	350
Group II: Other professional and technical graduate and Post Graduate (including M.Phil, Ph.D and Post Doctoral research) level courses not covered in Group I. C.A/ ICWA/CS/etc. courses. All Post Graduate, Graduate level Diploma courses, all Certificate Level Courses	820	530	820	530	510	325
Group III: All other courses leading to a graduate or above degree(not covered in group I & II.	570	300	570	300	400	290
Group IV: All post matriculation level courses before taking up graduation like classes XI and XII in 10+2 system and intermediate examination etc, not covered in Group 'II' or 'III'. ITI courses, other vocational courses (if minimum required qualification to pursue the course is at least matriculation).	380	230	380	230	260	160

Notes:

1. M.Phil and Ph.D courses are post-graduation courses. Scholarship to such students may be paid at the rates of maintenance allowance for Group 'I' or 'II' depending on the course under these groups.

2. Normally the term 'Hostel' is applicable to a common residential building and a common mess for the students run under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence, as he is unable to get accommodation in the college hostel should be furnished by the Head of Institution.

It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5(five) students living together, usually with common mess arrangements.

3. Scholars who are entitled to free board and/or lodging will be paid maintenance charge at 1/3rd at Hostellers' rate.

ii. Additional Allowances for students with disabilities:

- (a) Reader Allowance for blind scholars

Level of Course	Reader Allowance (Rs. Per month)		
	SC	ST	OBC
Group I,II	240	240	175
Group III	200	200	130
Group IV	160	160	90

- (b) Provision of transport allowance upto Rs. 160 per month (for SC/ST category) disabled students, if such students do not reside in the hostel, which is within the premises of educational institution. The disability as per the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 is defined as blindness, low-vision, leprosy-cured, hearing impairment, locomotor disability, mental retardation and mental illness.
- (c) Escort Allowance of Rs. 160/- per month (for SC/ST category) for severally handicapped day scholar students with low extremity disability.
- (d) Special Pay of Rs. 160/- per month (for SC/ST category) is admissible to any employee of the hostel willing to extend help to a severely orthopaedically handicapped student residing in hostel of an educational institution, who may need the assistance of a helper.
- (e) Allowance of Rs. 240/- per month (for SC/ST category) towards extra coaching to mentally retarded and mentally ill students.

The provisions in (B) to (D) will also apply to such leprosy-cured students.

Notes:

1. The disabled students belonging to Scheduled Castes covered under the Scheme can also get such additional benefits from other Schemes, which are not covered under the scheme.
2. The disability as defined under the said Act has to be certified by competent medical authority of the State Govt./UT Administration

iii. Fees

Scholars will be paid enrolment/registration, tuition, games, Union, Library, Magazine, Medical Examination, Insurance and such other fees compulsorily payable by the scholar to the institution or University/ Board. Refundable deposit like caution money, security deposit will, however, be excluded.

Note: Compulsory non-refundable fee charged by recognised institutions against free and paid seats of recognised courses can be fully reimbursed as per the fee structure approved by the competent State/Central Government authority. However, while sanctioning scholarship against paid seats, State Governments should make the income verification compulsory.

iv. Study Tours

Study tour charges for SC/ST and OBC category upto a maximum of Rs. 1,600/-, and Rs. 900/- per annum respectively, limited to the actual expenditure incurred by the student on transportation charges etc. will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

v. Thesis Typing/Printing Charges

Thesis typing/printing charges for SC/ST and OBC category upto a maximum of Rs. 1,600/- and Rs. 1,000/- per annum respectively, will be paid to research scholars on the recommendation of the Head of the Institution.

vi. Correspondence courses including distance and continuing education:

The SC/ST and OBC category students pursuing such courses are also eligible for an annual allowance of Rs. 1,200/- and Rs. 900/- respectively for essential/prescribed books, besides reimbursement of course fees.

vi. Book Bank (for SC/ST category)

1. Book Banks are to be set up in all the Medical, Engineering, Agriculture, Law and Veterinary Degree Colleges and Institutes imparting Chartered Accountancy, MBA and alike Management courses and Polytechnics where Scheduled Caste students are in receipt of Post-Matric Scholarship. The set of text books will be purchased for 2 such SC/ST students at various stages except in respect of Post-graduate courses and Chartered Accountancy where it will be one set for each student. However, the ratio of sets and students will have to be adjusted to the total number of sets that could be procured within the total resources allocated to the State concerned.
2. The details of courses covered for setting up of Book Banks, ceiling of admissible expenditure per set of books and sharing criteria are given below:

<i>Sl. No.</i>	<i>Courses</i>	<i>Sharing Criteria</i>	<i>Ceiling per Set (or actual cost whichever is less) (In Rupees)</i>
i	Degree courses in Medical/Engineering	1 set for 2 students	7,500
ii	Degree courses in veterinary	-do-	5,000
iii	Degree courses in Agriculture	-do-	4,500
iv	Polytechnics	-do-	2,400
v	(A) Post Graduate courses in Medical, Engineering, Agriculture and veterinary courses and such other technical/ alike courses as are approved by the Universities/institutes of higher learning.		5,000
	(B) Law courses, L.L.B. (3 years and 5 years) LL.M. (2 years)		
	(C) Chartered Accountancy (intermediate and final)		
	(D) M.B.A. (2 years) and similar courses		
	(E) Bio-Sciences		

Notes:

- For storage of books and contingencies, etc., the cost of steel almirah for storing books of each Book Bank including contingencies like transportation etc. the following expenses are admissible:
 - Rs. 2,000 or actual cost whichever is less, and
 - 5% of the grant may be earmarked for expenses on binding, stitching etc.
- The said sets of books also include Braille Books, Talking Books. Cassettes for the visually Handicapped students.
- The Book Banks are to be set up in all the recognised colleges/ institutions where these courses are being offered as recognised courses.
- Purchase of books for these Book Banks will be restricted to the prescribed text books for the entire courses.
- The State Governments may constitute Expert Groups consisting of members from selected colleges/educational institutions of different regions to decide the adequate number of text books in a set (not reference books) required for each course.
- The life period of one set of books has been fixed at 3 years. Thereafter the books may be disposed of by the institutions in the same manner as the books in the library subject to the guidelines, if any, of the State Government/UT Administration in this regard.
- These books are to be supplied to SC/ST students in instalments, depending on the course, semester structure etc.
- The following rules shall govern the distribution of books to the students:

- i. Each SC/ST student will be provided with an identity card for this purpose.
- ii. Each SC/ST student will be required to submit requisition for borrowing books from the Book Bank in a form to be provided for this purpose.
- iii. The books would be returned to the Book Bank at the end of each term. The Principal of the college/institution will make every effort to ensure that those students who complete their course or those who drop out in the middle, return the books belonging to the Book Bank
- iv. It is the responsibility of the student concerned to maintain the books supplied to them from the Book Bank, in good condition.
- v. Any case of loss or damage to the books would attract penalty. In case of serious damage or loss of books, the student concerned will have to bear the cost of the book.

6. Selection of Candidates

- i. All the eligible Scheduled Caste candidates will be given scholarships subject to the application of Means Test prescribed in these Regulations.
- ii. Candidates belonging to one State but studying in other State will be awarded scholarships by the State to which they belong and will submit their applications to the competent authorities in that State. In the matter of exemption from fees or other concessions also they will be treated as if they were studying in their own State.

7. Duration and Renewal of Awards

- i. The award once made will be tenable from the stage at which it is given to the completion of course subject to good conduct and regularity in attendance. It will be renewed from year to year provided that within a course which is continuous for a number of years, the scholar secures promotion to the next higher class irrespective of the fact whether such examinations are conducted by a University or the Institution.
- ii. If a Scheduled Caste scholar pursuing Group I courses fails in the examination for the first time, the award may be renewed. For second and subsequent failure in any class, the student shall bear his/her own expenses until he/she secures promotion to the next higher class.
- iii. If a scholar is unable to appear in the annual examination owing to illness and or on account of any other unforeseeable event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the scholar would have passed had he appeared in the examination.
- iv. If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in

lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

8. Payment

- i. Maintenance allowance is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year (including maintenance allowance during holidays), provided that if the scholar secures admission after the 20th day of a month, the amount will be made from the month following the month of admission.
- ii. In case of renewal of scholarships awarded in the previous years, maintenance allowance will be paid from the month following the month upto which scholarship was paid in the previous year, if the course of study is continuous.
- iii. The Government of the State/Union Territory Administration, to which they belong, in accordance with the procedure laid down by them in this regard, will pay the scholarship money to the selected students.
- iv. Scholarship will not be paid for the period of internship/housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

9. Other Conditions for the Award

- i. The scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarships or stop or withhold further payment for such period as it may think fit.
- ii. If a student is found to have obtained a scholarship by false statements, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
- iii. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to them and stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.

- iv. A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- v. The regulations can be changed at anytime at the discretion of the Government of India.

10. Announcement of the Scheme

All the State Governments/Union Territory Administration will announce in May-June, the details of the scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through other media outfits. All requests for application forms and other particulars should be addressed to the Government of State/Union Territory Administration to which the scholars actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

11. Procedure of Application

- i An application for scholarship should comprise:
 - a. One copy of the application for scholarship in the prescribed form (separate application forms as have been prescribed for 'fresh' and renewal scholarship by concerned States/UTs).
 - b. One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship).
 - c. One attested copy of certificates, diploma, degree etc. in respect of all examinations passed.
 - d. A certificate (in original) of Caste duly signed by an authorised Revenue Officer not below the rank of Tehsildar.
 - e. An income declaration by the self-employed parents/guardians, stating definite income from all sources by way of an affidavit on non-judicial stamp paper. Employed parents/guardians are required to obtain income certificate from their employer and for any additional income from other sources, they would furnish declaration by way of an affidavit on non-judicial stamp paper.
 - f. A receipt in acknowledgement of the scholarship in the previous year on the form attached to the application only duly counter-signed by the Head of the Institution concerned, if the application was in receipt of a scholarship under this scheme in the preceding year.
- ii Application complete in all respects shall be submitted to the Head of the Institution, being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the Government of State/Union Territory to which the student belongs, in accordance with the instructions issued by them from time to time.

12. Funding Pattern of the Scheme

The Scheme is implemented by the State Governments and Union Territory Administrations, which receive 100% central assistance from Government of India for the total expenditure under the scheme, over and above their respective Committed Liability. The level of Committed Liability of respective State Governments/Union Territory Administrations for a year is equivalent to the level of actual expenditure incurred by them under the Scheme during the terminal year of the last Five Year Plan Period and is required to be borne by them for which they are required to make required provision in their own budget. The North Eastern States have, however, been exempted from making their own budgetary provisions towards Committed Liability from Ninth Plan Period (1997-2002) onwards and the entire expenditure under the Scheme in respect of them will be borne by Government of India.

All the State Governments and Union Territory Administrations implementing the scheme will furnish data of beneficiaries and expenditure under the scheme, to Government of India, as and when required. Financial assistance given under the scheme shall not be utilized for any other purpose.

13. For more information refer to the following links:

- <http://india.gov.in/outerwin.php?id=http://socialjustice.nic.in/postmatric.php?pageid=1>
- <http://india.gov.in/govt/schemes.php>
- <http://india.gov.in/govt/viewscheme.php?schemeid=2150>

II

Government of Maharashtra Freeship Scheme

1. Objective

The Tuition and Exam Fee is granted to the students belonging to backward class pursuing their course/programme from a recognized educational institution, without taking into consideration the income of parents/guardians. This scheme is applicable for the SC/ST/NT/SBC/OBC category.

The student of backward class can obtain the Application Form from the Concerned College where they are studying. The concerned educational institution or college should submit the students application form and list of students in prescribed format to the Special District Social Welfare Office before 31st August.

2. Eligibility Conditions

- (a) Student should have taken admission to the Post-Matric course.
- (b) Annual Income of the parents should be as per the prescribed limit (refer page no. 14 and 15)
- (c) Student should belong to the SC/ST/OBC/SBC/DNTs.
- (d) Student should not be employed in a full time job.
- (e) This scholarship is given to all children and wards of parents.
- (f) The student pursuing the course/programme should be recognized by an University/Board.
- (g) The Certificate of Non-Cremy layer is compulsory for the students who belong to the OBC/SBC/DNTs.

3. Application Procedure

- (a) The applicant should obtain the Application Form from the concerned institute or college and submit the filled-in Application Form to the institute before 30th July.
- (b) Caste Certificate must be issued by a Tahsildar or equivalent authority.
- (c) The passing certificate of previous year should be attached with the Application Form.
- (d) If the student has a gap in his education he/she should attach the Gap Certificate (Affidavit) along with the Application Form.

4. Required Documents

- (a) Application Form in the prescribed format.

- (b) Caste/Tribe Certificate issued by a competent authority - for OBC/SBC/ DNT's Non Creamy layer certificate is necessary.
- (c) Income Certificate (in case of married girls income of husband will be considered).
- (d) Attested photocopy of Mark sheet (10th standard onward)
- (e) In case of death of father, Death Certificate of the same is necessary.
- (f) Gap Certificate (Affidavit) in case of any gap in education.
- (g) District change Certificate (in original) if previous education is pursued anywhere else other than Mumbai.
- (h) Photocopy of Ration Card.

III

Central Sector Scholarship Scheme of Top Class Education for SC/ST Students

1. Background

The Ministry of Social Justice & Empowerment & Ministry of Tribal Affairs had a re-look at the critical gaps in quality education and drafted a more liberal scholarship scheme in consonance with the budget speech that can provide quality education for the SC/ST students. It was considered apt to provide the new window to cover the funding for quality education to SC/ST students up to degree/post degree level without any burden on the pupils or their family.

2. Objectives and Coverage

- The Scheme aims at recognizing and promoting quality education amongst students belonging to SC/ST, by providing full financial support. The scheme will cover SC/ST students for pursuing studies beyond 12th class.
- The scheme will operate in all institutions notified by the Ministry of Social Justice and Empowerment & Ministry of Tribal Affairs.
- The SC/ST students, who secure admission in the notified institutions, will be awarded scholarship to meet the requirements for (i) full tuition fee and non-refundable charges (there will be a ceiling of Rs. 2 lakh per annum per student for private sector institutions and Rs. 3.72 lakh per annum per student for the private sector flying clubs for Commercial Pilot Training), (ii) living expenses @ Rs. 2,200/- per month per student subject to actual, (iii) books and stationery @ Rs. 3,000/- per annum per student subject to actual and (iv) a latest computer with accessories like UPS, Printer, Multi-media limited to Rs. 45,000/- per student as one time assistance during the course. The Institute will procure computers and supply to the awardees. Alternatively, the Institute may also consider re-imbursment of expenses made by a student on purchase of the computer, limited to Rs. 45,000/- provided, the computer and accessories are procured from a reputed manufacturer/supplier.
- The scholarship, once awarded, will continue till the completion of the course, subject to satisfactory performance by the student.

3. Eligibility

- Those SC/ST students who have secured admission in the notified institutions according to the norms prescribed by the respective institutions will be eligible for the scholarship under the scheme to the extent of the number of scholarships

allocated to the institutes concerned. In case the number of students admitted exceeds the number of awards, then the scholarship will be restricted to the top ones in the inter-se merit list. The remaining students from SC/ST category admitted in the institute in different courses shall be eligible for the Post-Matric Scholarship (PMS) administered by this Ministry as a Centrally sponsored scheme, provided such students are otherwise eligible for the said scheme. In case, the institute finds that the number of eligible candidates in the 1st year are less than the number of scholarships allotted to it, the balance scholarships may be offered to students studying in 2nd, 3rd and 4th year, etc. on the basis of inter-se merit of previous year's result giving priority to those with higher number of years left to complete their respective course i.e. 1st year student is to get priority over the 2nd year student and so on.

- The total family income of the student from all sources should not exceed Rs.2 lakh per annum for ST students and Rs. 4.5 lakh for SC students..
- The scholarship will become payable immediately after a student has secured admission and has started attending the classes.
- The scholarship will be terminated if the student fails to pass the final examination of each year or any terminal examination prescribed. He will, however, remain eligible for the Post-Matric Scholarship.

4. Institutes of Excellence and Number of Scholarship Slots

The list of the Reputed Premier Institutions to be covered under the Scheme along with number of scholarship slots is given in Annexure I. Any addition or deletion to the list shall be notified by the Ministry of Social Justice and Empowerment, Government of India, as and when required, based on the recommendations of the Steering Committee. The overall number of fresh scholarships per year would be capped at 1250.

There will be 5 awards available per Flying Club for Commercial Pilot License Course and 10 awards each for all other institutions for various courses of Engineering, LLB, Management, etc. The maximum limit of scholarships per institute can be increased subject to an overall capping of 1250 scholarships per year.

5. Funding Pattern

- The Scheme will be funded by the Ministry of Social Justice and Empowerment on 100% basis and the funds shall be released directly to the institution concerned.
- The funds may be released by the Ministry of Social Justice & Empowerment in a single instalment immediately after the admission.

6. General Provisions

- The scholarship will become payable to SC/ST students only upon securing admission in any of the institutions notified by the Ministry of Social Justice & Empowerment.
- The students, who are awarded the scholarship under the scheme, will have to pursue the study in the respective institution on full time basis.
- With a view to ensure access of all students to the provisions of this scheme, the institute will incorporate the salient features of the scheme in the prospectus in addition to putting the same on the website of the institute. The institute will select the SC/ST students on the basis of merit and shall forward the applications of the eligible students in the prescribed proforma (Annexure-A for fresh students & Annexure-B for ongoing students) along with proof of admission and fee chargeable etc. to claim the scholarship. The Institute will not charge any fee, whatsoever, from the students.
- After disbursement the institute will furnish an Utilisation Certificate towards the amount received, which will include the signatures of the scholarship holders.
- The performance of the SC/ST students covered under the scheme shall be monitored regularly by the Head of the respective institution and the same shall be reported, through a report card, to the Union Ministry of Social Justice and Empowerment at the end of each academic year.
- The notified institutions shall submit progress reports of implementation of the Scheme to the Union Ministry of Social Justice and Empowerment from time to time, as required.
- Any institution violating the provisions of the Scheme and/or instructions issued by the Government of India will be denotified.
- In the event of denotification/deletion of any institution, the scholarship will continue to be available to the SC/ST students already admitted under the Scheme, if otherwise eligible, till completion of the course. However, no fresh seats will be allotted and funds released to such denotified institutes.
- The general provisions of the General Financial Rules (GFR), 2005, will apply mutatis mutandis, and the institutions shall be bound by the general principles laid therein.

IV

Rajiv Gandhi National Fellowship for Scheduled Caste/Scheduled Tribe Candidates

1. Introduction

The Rajiv Gandhi National Fellowship (RGNF) Scheme for Scheduled Caste and Scheduled Tribes is formulated and funded by Ministry of Social Justice & Empowerment and Ministry of Tribal Affairs. The scheme is open to candidates who belong to Scheduled Caste & Scheduled Tribe and wish to pursue higher studies such as regular and full time M.Phil. and Ph.D degrees in Sciences, Humanities, Social Sciences and Engineering & Technology. There are 1333 slots for Scheduled Caste and 667 slots for Scheduled Tribe candidates every year for all the subjects.

2. Objective

This scheme has been initiated keeping in view the social background of the candidates from the deprived section of the society and to provide them with opportunity to undertake advanced studies and research. The objective of this award is to provide fellowships in the form of financial assistance to students belonging to SC/ST to pursue higher studies leading to M.Phil and Ph.D degrees in Sciences, Humanities and Social Sciences and Engineering & Technology.

3. Target Group/Eligibility

Target Group: SC/ST Candidates who have passed the Post Graduate examination in concerned subject and who desire to pursue research without JRF of UGC-NET or UGC-CSIR NET.

Eligibility: The candidate should belong to SC/ST and should have passed the Post Graduate examination. The selection will be made on the basis of merit of the candidates. The candidate must get himself/herself registered for M.Phil./Ph.D at the first available opportunity but not later than within a period of two years from the receipt of award letter. This period is not extendable. However, the actual payment of fellowship will be made with effect from the date of joining only.

4. Nature of Assistance Available under the Scheme

The tenure of fellowship is initially for two years under the RGNF Scheme. Before expiry of this period, the work of the Fellow will be evaluated by a Committee of three members comprising of Head of the Department, Supervisor and one outside subject expert to be constituted by the concerned Department of the/University/Institution/College. If the research work is found satisfactory, his/her tenure will be extended further for a period of three years under the enhanced emoluments of the Rajiv

Gandhi National Senior Research Fellowship (RGNSRF). The recommendation of the Committee shall be submitted to the UGC for up gradation to the level of RGNSRF. (Annexure-VIII). The work done and the time spent on scholarships or fellowships of any agency other than the UGC will not be taken into account while considering the proposals for enhancement in the value of fellowship. The fellowship may be withdrawn if the work is not considered satisfactory or the candidate fails in any of the examinations related to Ph.D.

In case the work for the first two years is not found satisfactory, an additional year will be given to him/her for improvement. However, during this period he/she will be designated as Rajiv Gandhi National Junior Research Fellow. In such cases work will be evaluated again before third year of the tenure, and if improvement is found, the Fellow will get two more years under the RGNSRF. Thus, the total period of fellowship (RGNJRF and RGNSRF) is for five years, with no further provision of extension. The candidate would be eligible for following financial assistance.

Fellowship	@Rs.12,000/-p.m. for initial two years @Rs.14,000/-p.m. for remaining tenure	RGNJRF RGNSRF
Contingency A	@Rs.10,000/-p.a. for initial two years @Rs.20,500/-p.a. for remaining tenure	Humanities & Social Sciences
Contingency B	@Rs.12,000/-p.a. for initial two years @Rs.25,000/-p.a. for remaining tenure	Sciences, Engg. & Technology
Departmental Assistance	@Rs. 3,000/- p.a. per student to the host institution for providing infrastructure	For all disciplines
Escorts/Reader	@ Rs. 2,000/- p.m. in cases of physically handicapped & blind candidates	For all disciplines
HRA	As per rules of the University/Institutions	For all disciplines

5. House Rent Allowance

Suitable single-seated hostel accommodation may be provided to RGNJRF candidate in the University/Institution/College. In case of non-availability, HRA as per rules of the university/institution/college will be paid to the Fellow subject to the submission of an HRA certificate through the Registrar/Director/Principal. Rajiv Gandhi National Junior Research Fellow provided with accommodation in a hostel recognized/maintained by the institutions may be reimbursed the hostel fee, excluding mess, electricity, water charges, etc. A certificate to this effect is to be furnished through the Registrar/Principal (Annexure II). If the fellow makes his/her own arrangements of accommodation, he/she may be entitled to draw HRA as per categorization of the cities by the Government of India. The fellow will submit a certificate for the purpose to the UGC for claiming HRA through the concerned University/Institution/College.

6. Medical Assistance

No separate/fixed medical assistance is provided. However, the Fellow may avail of the medical facilities available in the University/Institution/College.

7. Leave

The candidates are entitled for a maximum period of 30 days of leave in a year in addition to public holidays. They are not entitled to any other vacations. Women candidates are eligible for maternity leave of 135 days at full rates of fellowship once during the tenure of their award. In special cases Rajiv Gandhi National Junior Research Fellow may be allowed leave without fellowship by the Commission upto one academic year during the entire tenure of the award for accepting teaching assignments on a temporary basis, provided the assignment is in the same city/town. In other cases, leave without fellowship will be restricted to a period not exceeding three months during the tenure of the award on the recommendations of the supervisor and the institution. The period of leave without fellowship will be counted towards the total tenure of the award. RGNJRF/RGNSRFs are advised to apply for leave through University/ Institution/Colleges well in advance for the approval of the Commission.

8. Procedure for Applying for the Scheme

Applications are invited in the prescribed format available in the Office of Social Profecion once in a year through advertisement in leading newspapers and Employment News. The same is also uploaded on the UGC Website www.ugc.ac.in The selection is made on the basis of merit and as per the procedure of the Commission.

9. Procedure for Approval of the UGC

Applications received will be scrutinized, and short listed by the Commission. The decision of the Commission will be final and binding. The Commission reserves the right to withdraw/cancel the award without assigning any reason. On completion of the above formalities, the Joining Report of the candidate, duly signed by the supervisor/head of department is to be sent to the UGC through the Registrar/Director/Principal. On receipt of the Joining Report and other required documents (Annexure III), the admissible grant for the first year will be released or the concerned university will be informed to release the grant from the funds already sanctioned by the Commission for this purpose.

10. Procedure for Release of Grant

On receipt of UGC approval/award letter, the institutions may pay the fellowship amount to the fellows and meet expenses from the grants paid by the Commission for the purpose in accordance with the rules. For the release of subsequent installments of the grant, that is, fellowship, contingency and departmental assistance, etc., a

Utilisation Certificate along with a statement of expenditure incurred may be sent to the Commission by the concerned University/Institution/College.

11. Procedure for Monitoring the Progress of the Scheme

1. The fellow will undertake full-time research work under the approved guide in a subject selected by him and approved by the university/selection committee.
2. The fellow shall present to the university, through his/her supervisor, half-yearly progress reports ending the month of June and December, and the university/ institution/College will maintain a record of progress by obtaining the same.
3. If a fellow wishes to relinquish the fellowship during the tenure, it should be done with the prior approval of the University/Institution/college and the Commission. The fellow should also obtain prior permission of the University/ Institution /College and Commission for appearing in any examination conducted by any University/Institution/College or public body.
4. The fellow shall not accept or hold any appointment, paid or otherwise, or receive emoluments, salary, stipend, etc. from any other source during the tenure of the award. The fellow, with the consent of the guide/head of department, may assist the University/Institution/college in its academic work, including tutorials, evaluation of test papers, laboratory demonstration work, seminar symposia, etc., provided such work is not likely to hamper the research programme on hand.
5. The fellowship may be terminated at any time without assigning any reasons and the Commission's decision in this regard shall be final and binding. No extension is permissible beyond the total period of five years and Awardee ceases to be a RGNJRF/RGNSRF immediately after expiry of the tenure.

12. Other Conditions

The University/Institution/College shall admit the fellows under RGNF scheme for research leading to M.Phil. Or Ph.D. irrespective of the stipulated number of research students assigned to the Supervisor or the Department in the concerned subjects.

13. Transfer of Fellowship

The Fellow will be permitted to transfer the fellowship from one university/Institution/ College to another University/Institution/College under special circumstances with prior approval of the UGC on the basis of "No Objection Certificate" from both Universities/ institution/College. However, the Fellow shall be relieved by the previous University/ Institution/College only after his accounts are settled and unspent balance if any, refunded to the UGC.

14. Cancellation of Award

The decision of the UGC in regard to awarding the RGNF shall be final and no appeal would lie against any decision by the UGC in regard thereof. The fellowship is liable to cancellation, in case of:

- Misconduct
- Unsatisfactory progress of research work
- Candidate found ineligible later.

Institute Guidelines

- The scholars are required to provide their Bank Account number for monthly transfer of fellowship.
- For claiming amount of contingency the scholar should submit an application along with original bills duly certified by the Research Guide.

V

NTPC Scholarships Scheme for Scheduled Caste/ Scheduled Tribe/Physically Challenged Students Pursuing Full-Time MBA/PGDBM Course

1. Coverage

1.1 All students belonging to Scheduled Caste/Scheduled Tribe/Physically Challenged categories pursuing 2 years full time MBA/PGDBM with specialization in Human Resource Management/Finance Management from specified institutions shall be eligible to apply for the NTPC Scholarships.

2 Scholarship: Number, Amount, Duration and Commencement

2.1 From the academic year 2011-12, it has been decided to award a total of 15 scholarships to eligible students as under:

Scholarship for SC students : 5

Scholarship for ST students : 5

Scholarship for Physically Challenged students : 5

- Physically Challenged students primarily of Ortho, Hearing and Visually challenged categories will be considered. However disability may be exchanged/substituted in case students from any particular disability is not available.

- The no. of scholarships may be reviewed by NTPC Management from time to time.

2.2 The amount of scholarship shall be Rs.1,500/- per month per student for a maximum period of 2 years.

2.3 The Scholarship Scheme shall commence for eligible students pursuing their second year studies in the academic year 2011–2012.

3. Administration of the Scheme

3.1 Nodal Agency: Corporate Welfare Group (NTPC) shall be the nodal agency for administering the scheme.

3.2 Corporate Welfare Group shall intimate details of the Scheme to the Head of Institutions requesting to forward two applications in each category i.e. SC/ST/PC.

3.3 Head of Institution may notify the Scheme appropriately among the eligible candidates including displaying on notice boards.

3.4 Head of Institution shall invite applications from eligible students pursuing studies in the academic year 2011–2012 who have completed their 2 semester/1st year examination and whose results have been declared.

3.5 Eligible candidates may apply to the Head of Institution in the form enclosed at Annexure C accompanied by the following documents:

- Caste certificate i.r.o. SC/ST students from prescribed Authority, in the prescribed format of Certificate. A list of authorities empowered to issue SC/ST Certificate is enclosed (Annexure-D).
- Disability certificate i.r.o. Physically Challenged students issued by a medical board constituted by the Central/State govt. or the civil surgeon of a district hospital or medical superintendent of a Govt. hospital, indicating clearly the percentage disability. The students having disability more than 40% shall be eligible for this scholarship.
- Character Certificate from Head of Institution.
- Certificate of % of marks obtained in the 1st & 2nd semester/1st year examination duly attested by the Head of Institution. The base cut-off score shall be kept at 60% for eligibility.

3.6 It will be the responsibility of Institution to verify the Caste/Disability Certificate.

4. Process of selection of candidates by Corporate Welfare Group

4.1 Based on the applications received above, selection will be made by NTPC on the basis of performance of eligible candidates in the first & second semester/ first year examination and any other criteria that may be decided by NTPC. Institutions, which do not offer percentage of marks, may be asked to furnish percentage equivalence.

4.2 Concerned Head of Institution shall be intimated by Corporate Welfare Group regarding the selected students along with cheques for payment to be handed over by concerned Head of Institution to the selected students.

4.3 Scholarship for the previous period (from month of admission to the month of announcement of the scholarship) shall be paid to the candidates in one lump sum. For subsequent months, scholarship shall be paid @ Rs.1,500/- pm per student till the end of the course through post dated cheques. The institution will disburse the cheque at the beginning of each month to the student, till the end of academic session.

4.4 The NTPC Scholarship will be subject to continuous satisfactory performance and good conduct of the student during the course. Awardees of scholarship who fail to pass the subsequent semester and/or annual examination in the first attempt, and on indulging in any activity amounting to misconduct as per the rules and regulations of Institution shall be disqualified from continuance of receipt of the scholarship.

5. General

5.1 That the candidate has availed Scholarship from NTPC for the duration of the course will not entail upon NTPC any liability for his/her employment.

- 5.2 Students in receipt of NTPC Scholarship will not be entitled to avail of any other scholarship/financial aid/stipend from NTPC or any other source whatsoever.
- 5.3 The decision of the Company with regard to award of scholarship, continuance and/or discontinuance, as the case may be, shall be final and binding.
- 5.4 NTPC reserves the right to alter, modify or withdraw the scheme at any point of time as considered necessary.

VI

Scholarship for Persons with Disabilities

A. NATIONAL SCHOLARSHIP FOR PWD

Applications (in Hindi or English) in the prescribed proforma are invited from students with disabilities for financial assistance for pursuing higher and technical education. Eligibility conditions etc. for the Scholarship as follows:

I. Eligibility

1. Financial assistance will be available to Indian students with at least 40% disabilities certified as per definition under Persons with Disabilities Act 1995.
2. Financial assistance will be given for pursuing post-Matric/Post-Secondary technical and professional courses including Ph.D & M.Phil from recognized institutions. However, for students with disabilities of Cerebral Palsy, Mental Retardation, Multiple Disabilities, and Profound or Severe Hearing Impaired, the minimum educational qualification will be class VIII pass and scholarship will be awarded to them for pursuing general, technical, vocational or professional courses.
3. Scholarship will be awarded to one student for pursuing only one course.
4. Financial assistance can be given for computer with editing software for blind/deaf graduate and postgraduate students pursuing professional courses and for support access software for cerebral palsied students.
5. Continuation/renewal of the award for next year will depend on successfully completing the course in the preceding year with minimum 50 (fifty) percent marks.
6. The Assistance under this Scheme is not intended for Post-Matric/Post Secondary Technical/Professional courses having duration of less than one year.
7. A scholarship holder under this scheme will not concurrently hold any other scholarship/stipend. If already any other scholarship/stipend awarded, the student is required to exercise his/her option for choosing the scholarship that he/she proposes to avail and inform awarding authority about the same.
8. Monthly family income of the beneficiary the parent/guardian. should not be more than Rs. 15,000/- from all sources. Family income includes income of the parents/guardian.

II. Awards

Upto 500 awards are to be given annually through institutions in which students are pursuing studies/courses. Scholarship will be given to different categories of disabled students as under:

1. Students with orthopaedic disability
2. Students with blindness or low vision
3. Students with hearing disability
4. Students with Cerebral palsy, Mental Retardation, Multiple Disabilities, Profound or Severe Hearing Impairment

Amount of scholarship will vary among courses and will also depend on availability of hostel/residential facility with the institution. The details are given :

Sl. No.	Courses of Study	Rate of scholarship	
		Hostellers (Rs/month)	Day Scholars s/month)
1.	Ph.D./M.Phil. and post-graduate/graduate-level courses in Engineering/Indian and other systems of medicine/ Agriculture/Veterinary/IT/ Biotechnology, Education Management/ Architecture, Physiotherapy, Music and other professional courses	1000	700
2.	Diploma and certificate level professional courses	700	400
3.	In respect of students with cerebral palsy, mental retardation, multiple disabilities and profound or severe hearing impairment, for pursuing general/professional/ technical/vocational courses after class VIII	700	400

III. Students will also be reimbursed the course fee subject to a ceiling of Rs.10,000/-per year.

Besides students living in the hostel/residential facility provided by the institutions, those students will also be considered as hostellers who live in accommodation hired at least by a group of 3 students living together with common mess arrangement. Such students will have to furnish a certificate in this regard countersigned by the head of the institution and a certificate from the owner of the house in case of own arrangement or accommodation taken on rent.

IV. Applications for the scholarship

Application is required to be submitted in as per the prescribed proforma (Annexure 'A'). Applications for renewal/continuation of award are to be submitted in the

prescribed proforma as per (Annexure 'B'). No other proforma is to be adopted for making the application. The last date for receipt of application for new cases as well as renewal/ continuation is as per the advertisement in newspaper by the Ministry of Social Justice & Empowerment which is usually published in mid-July.

V. List of enclosures (attested copies only):

(i) Academic records (attested copy of certificates and Mark sheets - matric & above), (ii) Family Income Certificate/Proof of annual income, e.g. Salary Slip, last Income tax Assessment order, (iii) attested copy of Disability Certificate (iv) Course fee receipt (if any) with break up of each item duly paid during the academic session (v) Hostel Certificate or certificate from the house owner in case of accommodation hired by at least by a group of 3 students living together with common mess arrangements, (vi) Applications for the scholarship may be sent to the Section Officer (DD-IV), Ministry of Social Justice & Empowerment, Shastri Bhavan, New Delhi-110 001. A Student should submit only one application along with all the relevant documents together with recommendations of the Institute concerned. Applications for the award of scholarship will be countersigned and recommended by the head of the institution in which the applicant is enrolled for study. Details and forms can also be downloaded from the Ministry's website www.socialjustice.nic.in or may be obtained from DD-IV Section, Ministry of Social Justice & empowerment, Room No. 242, "A" Wing, Shastri Bhavan, New Delhi 110001.

Applications received after the last date (as per the advertisement) and incomplete applications (without requisite documents) will not be considered.

B. NHFDC

National Handicapped Finance and Development Corporation (NHFDC), for and on behalf of Ministry of Social Justice & Empowerment, Govt. of India, invites applications from Students with Disabilities for award of Scholarship under the Scholarship Scheme (Trust Fund):

1. Applicants may APPLY ANY TIME in academic year for scholarship under this scheme. Scholarships will be awarded on quarterly basis for the applications received in preceding quartergraduate Courses and Rs.3,000/- per month for Professional Post- Graduate Courses in one academic year.
2. Books/Stationery allowance will be paid to students pursuing Professional Graduate Courses @ Rs. 6,000/ per annum and Rs.10,000/- per annum for pursuing Professional Post-Graduate Courses.
3. Visual and hearing impaired students in addition will be provided financial assistance for purchase of aids & appliances (only once during life time).

4. Monthly income of the beneficiary /parent or guardian should not be more than Rs.25,000/- (Rs. 3 lakh p.a.) from all sources. Family income includes income of parent/guardian.

Official Website and Contacts

Official Website : <http://www.nhfdc.nic.in>

National Handicapped Finance and Development Corporation (Ministry of Social Justice & Empowerment, Govt. of India), Red Cross Bhawan, Sector-12, Faridabad121007.

Telephone No. 0129-2226910, 2287512, 2287513

C. UDIS (You and the Disabled) Forum, Coimbatore and All India Confederation of the Blind, Delhi Marga Schulze Scholarship Scheme for Higher Education of Girls with Visual Impairment

The Marga-Schulze Foundation based in Germany is assisting blind girls in Africa and Asia to pursue higher education. Dr. Hans-Eugen Schulze (who himself is visually impaired), a retired judge of the Federal Courts of Germany started this Foundation in 1996 and the assistance is routed through CBM, a leading international organisation committed to the cause of services for persons with disabilities for the past 100 years. In India, the scheme is implemented by two organisations, the All India Confederation of the Blind (**E-mail: aicbdelhi@eth.net, aicbdelhi@yahoo.com**) in Delhi for the Northern, Eastern, North-Eastern and Central States and the UDIS Forum (**udisforum@vsnl.net**) in Coimbatore to cover the States of Andaman and Nicobar Islands, Andhra Pradesh, Goa, Diu & Daman, Karnataka, Kerala, Lakshadweep, Maharashtra, and Pondicherry. The scheme provides a merit scholarship of Rs. 12,000/-, Rs. 15,000/- and Rs. 18,000/- for students undergoing graduate, B.Ed. and post-graduate courses respectively.

The general guidelines of the Scheme are as follows:

1. The students can contact the UDIS Forum or All India Confederation of the Blind for any guidance regarding courses to be selected, colleges in the vicinity etc., if needed.
2. The students, after getting admission in the colleges of their choices, should write to the UDIS Forum/All India Confederation of the Blind for an application for the scholarship. The application form can also be downloaded from the website www.davo.in and www.aicb.org.in
3. The students who have secured a minimum of 60% of marks at the plus 2/ junior college will be considered for scholarship under the “graduation” category and the minimum eligibility for scholarship in the case of B.Ed. and post-graduate courses is 55% in the qualifying examinations.

4. The filled in application, with the recommendation of the Principal of the College where the student is admitted should be sent to the Administrative Office of the UDIS Forum/ All India Confederation of the Blind latest by 20th August of the academic year. Applications sent without the signature of the Principal of the college concerned will be considered incomplete.
5. The students may, if necessary, be called for an interview in a centrally located place for selection to award scholarship. Besides scrutinizing certificates, the reading and writing skills, orientation and mobility and communication skills will also be tested for awarding scholarship.
6. The number of scholarships to be given every year will be decided on the basis of available resources.
7. Within one month from the date of selection for the scholarship, 60% of the scholarship amount will be released in favour of the student through a cheque/ demand draft, forwarded to the Principal of the concerned college. Therefore, the students should open a bank account. In case the student wants the amount to be sent in favour of the institution where studying, and not in her name, a written authorization should be sent to the UDIS Forum/All India Confederation of the Blind. The remaining 40% will be released during the second half of the academic year.
8. The students are free to stay in hostels not attached to the College. However, these hostels should be either run by organisations of/for the disabled or those, which are safe and also provide assistance to persons with blindness.
9. The student should show at least 55% academic performance and more than 80% attendance record every year for the continuation of the scholarship. The progress of the student should be intimated to UDIS Forum/ All India Confederation of the Blind each year in the prescribed format through the Principal of the concerned college. Scholarship will be discontinued in case the student is not showing the desired academic performance and attendance.
10. The UDIS Forum/ All India Confederation of the Blind representatives will visit the college from time-to-time to discuss with the authorities concerned to enquire about the progress of the students. Parents will also be contacted regularly
11. The students will be invited from time-to-time, especially during vacation, for skills development programmes such as training in information and communication technology, communication skills, use of assistive devices, etc.
12. The students are encouraged to take part in co-curricular activities of the college too. Awards and prizes when won by the student concerned may be informed to the UDIS Forum/All India Confederation of the Blind for documentation purposes. The CBM, the Marga Schulze Foundation, the UDIS Forum and All India Confederation of the Blind hope that more and more girls with visual impairment

will avail of this scholarship scheme and become future voices of persons with disabilities in general and persons with visual impairment in particular.

For further details, contact, as the case may be:

1. Coordinator, Marga-Schulze Scholarship UDIS Forum Administrative Office, 111, Sree Lakshmi Towers, Opp: Saibaba Koil, Mettupalayam Road, Coimbatore 641043, Tamil Nadu, India
Phone: 0422-2433832, Mobile: +91-9437-25925
E-mail: udisforum@vsnl.net • Website: www.davo.in
2. Secretary General, All India Confederation of the Blind, Sector-5, Rohini Delhi 110085
Phone: 011-27050915 / 011-27054082, Mobile: 09810684208
E-mail: aicbdelhi@yahoo.com, aicbdelhi@eth.net; Website: www.aicb.org.in

D. DNIS News Network

Forty three young, talented and aspiring disabled students across the country were awarded scholarships under National Centre for Promotion of Employment for Disabled People's (NCPEDP) 'Rajiv Gandhi Scholarship Scheme for Students with Disabilities', to pursue higher education.

1. NCPEDP's Founder Chairperson and Congress President Sonia Gandhi presented the Scholarship Grant and a Certificate to the scholars on the occasion of Late Prime Minister Rajiv Gandhi's Birth Anniversary on August 20, 2003. So this NCPEDP org. is working on the same.
2. The Rajiv Gandhi Scholarship Scheme for Students with Disabilities
3. Under the scheme, 20 scholarships will be given under the N.C.P.E.D.P.-Shell Scholarships for students pursuing professional courses in Management and Engineering.
4. Students applying for other professional/postgraduate courses in architecture, mass communication, law, etc, are also invited to send in applications for the other scholarships instituted under the Scheme.
5. Candidates with visual impairment, hearing disability, locomotor disability, cerebral palsy, leprosy, Thalassaemia, Haemophilia and learning disabilities are eligible to apply for the scholarships. The scholars will be given a monthly stipend of Rs 1,200 per month.
6. The scholarships were instituted in 1998 to support meritorious disabled students with limited means of pursuing professional/postgraduate courses. Go to www.ncpedp.org for details and to download the application forms.

Completed application forms should be sent to: N.C.P.E.D.P., A-77 South Extension Part II, New Delhi.

E. DSSHE (Disabled Student Services in Higher Education)

DSSHE-L is a mailing list discussion of issues relevant to students with disabilities in higher education. Topics include: the legal responsibilities of institutions under the ADA; how to meet the physical and academic needs of disabled students; and how to fund such services.

To subscribe to the list, write to listserv@listserv.buffalo.edu with subscribe DSSHE-L in the message body.

Submissions may be sent to dsshe-l@listserv.buffalo.edu.

F. Other Scholarships Available on Following Websites for Persons with Disabilities Students

1. <http://scholarship-positions.com/blog/scholarships-for-disabled-students-2011/201104/>
2. http://www.ehow.com/how_4689489_applying-scholarships-disabled-students.html
3. Marga Schulze Scholarship 2012 Application Form
http://www.davo.in/download_pdf/MASS-ApplicationForm2011.pdf
4. Marga Schulze Scholarship 2012 Contact Details
<http://www.davo.in>
<http://www.scholarships-in-india.com/marga-schulze-scholarship-2012-for-blind-girls.html> (For blind girls)
5. http://careerairforce.nic.in/life_airforce/lifeair_benefits.html
Education-Click this link for more information about AFWWA (<http://www.afwwa.com>). (Indian air force grants.)
6. <http://www.myengg.com/engg/info/tag/scholarships-n-fellowships/>
(scholarship in kerala included along with other scheme names)
7. <http://indiaeducationdiary.in/Shownews.asp?newsid=10994>
8. <http://www.worldbank.org.in/wbsite/external/countries/southasiaext/indiaextn/0,,>
content (world bank and commitments for Asian students)
9. <http://www.vssut.ac.in/academics/scholarship.asp>
(scholarship for bhubaneshwar-District Welfare Officer, Sambalpur)
10. http://www.indg.in/india/sitemap-1/primary-education/education-as-fundamental-human-right/children_with_special_needs-ssa.pdf
(funding and scholarship under sarva shiksha abhayan)
11. <http://www.sgsits.ac.in/pages/information/scholarships.php>
(offering scholarship for PWD and other scholarship as well)
12. <http://scstobc.org/csdisschol.html>
(Good site on indian opp)
13. <http://www.ayushveda.com/scholarships-in-india/>
(information on schemes and scholarship in India)

14. <http://www.gradebook.in/2011/10/04/scholarships-in-india/>
Ministry of Social Justice and Empowerment, Government of India- National Scholarship for persons with Disabilities by the Ministry Justice & Empowerment, Government of India is for pursuing technical and professional courses from recognized institution.
15. [http://www.edukool.com/scholarships/\(Indian scholarships\)](http://www.edukool.com/scholarships/(Indian%20scholarships))
16. http://www.scholarships-india.com/National_Scholarship_for_Persons_with_Disabilities.html
(National association with the funding for edu,1,500 scholarships for disabled students)

VII

Scholarships for Minorities in Higher Education in India

I. Maulana Azad National Fellowship for Minority Students

Level of Study: M.Phil. and Ph.D.

Brief Scholarship Description: This fellowship provides integrated five year fellowships in the form of financial assistance to students from minority communities, as notified by the Central Government to pursue higher studies such as M.Phil and Ph.D. The Fellowship will cover all Universities/Institutions recognized by the University Grants Commission (UGC) under section 2(f) and section 3 of the UGC Act and will be implemented by the Ministry of Minority Affairs through UGC for students belonging to the minority communities.

Website: www.ugc.ac.in

II. Scheme of Post-Matric Scholarship for Students Belonging to the Minority Communities (Government of India-Ministry of Minority Affairs)

Level of Study: The scholarship is to be awarded for studies in India in a government or private higher secondary school/college/university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned. It will also cover technical and vocational courses in Industrial Training Institutes/ Industrial Training Centres affiliated with the National Council for Vocational Training (NCVT) of classes XI and XII level.

Brief Scholarship Description: Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian from all sources does not exceed Rs.2 lakh. **Website:** ministryaffairs.gov.in

III. Scheme of Merit-Cum-Means Based Scholarships for Students Belonging to the Minority Communities

Level of Study: Undergraduate/Post-graduate

Brief Scholarship Description: The Ministry of Minority Affairs, Government of India, Provides Merit-Cum-Means Based Scholarships the students belonging to the minority communities, pursuing technical or professional courses at undergraduate/ post-graduate level in an institution recognized by an appropriate authority.

IV. Maulana Azad National Scholarship Scheme for Meritorious Girl Students Belonging to Minorities (Ministry of Minority Affairs, Government of India)

Level of study: Post Matric

Brief Scholarship Description: Maulana Azad National Scholarship Scheme recognizes, promote and assist meritorious Girl students belonging to national Minorities who cannot continue their education without financial support. Scholarship will be admissible for expenditure on payment of School/College Fee, purchase of syllabus books, purchase of stationery/equipments required for the course & payment of Boarding/Lodging charges. An amount of Rs. 12,000/- (Rupees twelve thousand only) would be given to each student. It will be released in two equal instalments of Rs. 6,000/- each. First instalment will be given for class XI and second instalment for class XII. **Website:www.maef.nic.in**

V. Government of Maharashtra Scholarship for the Minority Communities Students pursuing Technical and Professional Education.

Level of Study: Technical and Professional Education

Brief Scholarship Description: Minorities Development Department, Government of Maharashtra is offering the Scholarship for Students pursuing Professional and Technical education/all courses after H.S.C. (Arts, Commerce, Science etc.) for Muslim, Sikh, Buddhist, Christian, Parsi and Jain minority communities like this.

Note: Kindly note that most of such schemes are implemented by all the states. You may surf the website of your state to know the details.

VI. Links of the organisation offering scholarship to Muslims for Higher Education:

http://www.milligazette.com/misl/scholarship_muslime_students_organisation.html

http://scholarship4muslims.blogspot.in/2011_01_01_archive.html

<http://www.caveservices.com/scholarships.html>

<http://www.sit-india.org/scholarship.html>

VIII

Post-Graduate Indira Gandhi Scholarship Scheme for Single Girl Child

1. Introduction

It is observed that number of girls as against boys in certain states is declining which is a matter of great concern. The females are even coerced to give birth to male child. In such circumstances education of women needs to be used and effective means for their empowerment and education will prepare them to have a control over their lives. The Govt. of India declared elementary education as a basic human right of every child. The Union Government of India has taken various steps to uplift the status of women by implementing various schemes including free education for girls.

In order to achieve and promote girls education, UGC has introduced a Post Graduate Indira Gandhi Scholarship for single girl child with an aim to compensate direct costs of girl education to all levels especially for such girls who happen to be the only girl child in their families.

2. Objectives

The objectives of the proposed scheme are:

- (a) to support post graduate education of single girl child in non-professional courses only.
- (b) to recognize the value of observance of small family norm.

3. Target Group and Eligibility

3.1 Target group

The girl students who are admitted to various non-professional PG courses in Universities/Colleges and happen to be the only girl child in the family.

3.2 Eligibility

Any single girl child of her parents is eligible. In a family if one son and one daughter is available then girl child will not be considered for scholarship under the scheme. The scheme is applicable to such a single girl child who has taken admission in regular, full-time 1st year Masters Degree course in any recognized university or a post graduate college. This scholarship is available to the student for first PG Degree only. Admission to PG Course in Distance education mode is not covered under the scheme.

3.3 Age

Girl students up to the age of 30 years at the time of admission in PG courses are eligible.

4. Nature of Assistance Available under the Scheme

- The number of slots for scholarships available under the schemes are 1200 per year.
- It is expected from the institutions where student has taken admission in the first year PG course, no tuition fees will be charged by the institute from girl students to pursue PG degree course in Universities/Colleges/Institutions covered under Sections 2(f) and 12(B) of UGC Act.
- the value of Scholarship is Rs. 2,000/- p.m for a period of two years only (10 months in the year) i.e. duration of a PG course.
- No other additional grant will be payable in lieu of hostel charges and medical charges etc.

5. Procedure for Monitoring

- The Universities/Colleges/Institutions will submit a certificate of completion of the post graduate course in respect of each student availing this scheme.
- The Universities/Colleges/Institutions will submit their utilisation certificate of each student availing this scheme. The grant for second year will be released on the receipt of Utilization certificate for grant of first year.
- Students desirous of leaving the studies mid-way without completing post graduate degree will have to take prior approval from the UGC by submitting an application along with the justification through the concerned Universities/Colleges/Institution.
- Any student who discontinues the studies without prior approval of the UGC will have to refund the whole amount through DD drawn in favour of Secretary, UGC and concerned Institution will be responsible for this.
- No extension is permissible beyond two years.
- The student who is awarded Post-Graduate Indira Gandhi Scholarship will not be debarred from accepting any other scholarships. The candidate is entitled for only one scholarship either PG Merit scholarship for University Rank Holder or Indira Gandhi PG Scholarship for Single Girl Child.
- The Universities/Colleges/Institutions shall submit annual progress report of each student availing the scheme along with the utilisation certificate.

6. Cancellation of Scholarship

- (a) UGC may terminate scholarship of any student in case of:
- (b) Misconduct of the awardees, if any, reported by the University/College/ Institution.
- (c) Unsatisfactory progress report (i.e. if the candidate scores less than 60% marks in the first year of Master's programme)
- (d) Candidates being found ineligible at a later date shall face the penal action and will also be liable to refund the entire scholarship amount paid.

7. Documents to be Submitted

- (a) The candidate is required to submit an application indicating name, address, date of birth, UG certificate, Percentage of marks;
- (b) Proof of admission to Ist Year Master's degree course in a recognized Indian University covered under Section 2(f) and 12(B) of UGC Act.
- (c) An affidavit from the student/parent duly attested by SDM/First Class Magistrate/ Gazetted Officer (not below the rank of Tahsildar) mentioning that she is the only child in the family (Annexure-III)
- (d) A certificate from the College/University where student have taken admission to first year PG Course in the current academic year.

8. Certificates to be Submitted by the Concerned University/Institutions to the UGC

Every year University/Institution will submit a compiled statement for the following:

- (a) Statement giving the names of the students selected for the scholarship along with their bank account details.
- (b) Progress Report to be submitted after the completion of first year of the award giving percentage of marks obtained by the candidates
- (c) Utilisation Certificate

IX

Post Graduate Merit Scholarship Scheme for University Rank Holders at Under Graduate Level

1. Introduction

Higher Education has had played a very vital role in history of nation building all over the world. It is clear that no rise in general standards of living and culture is possible without strengthening the higher education system in the country. It obviously calls for a multi-pronged strategy. There is a need to modernize our higher education system, and equally important to continuously attract young and talented students to pursue higher education. It is being increasingly observed that the brighter lot is not pursuing Post-Graduate education in our institutions of higher learning. To emerge as a powerful nation, there is an urgent need to bring in talented boys and girls in the fold of Post-Graduate education by way of providing them with good incentives in the form of scholarships. The UGC, therefore, introduced a Post-Graduate Merit Scholarship Scheme for University rank holders both in General and Honours Courses at Undergraduate level.

The scholarship may be tenable for a period of two years to enable the rank holders of each university at undergraduate level to pursue their Master's Degree. All universities/degree awarding institutions would be required to issue rank certificates to the toppers of the university (not at college level) both in General and Honours Courses namely B.A., B.Sc., and B.Com. The purpose of this scheme is to attract talent for pursuing post graduate studies besides strengthening the basic subjects – General as well as Honours, at Undergraduate level. The awardees, under this scheme, can pursue their Postgraduate programme in any area of specialization in any institution of higher learning in the country.

2. Objectives of the Scheme

The objectives of the scheme are:

- to promote and nurture talent
- to reward meritorious students with outstanding performance at the Under graduate level for pursuing postgraduate studies.
- to Promote study in basic subjects both General as well as Honours at undergraduate level. Professional courses are not covered under the scheme.
- to build up academic excellence at postgraduate level across the colleges and universities in the country.

3. Eligibility/Target Group

- While in General Course the First and Second Rank holders at UG level and admitted in any Postgraduate Course would be awarded the scholarship. In

Honours Courses the scholarship would be awarded only to the First Rank holders. These awardees will have to submit the proof of their merit position at undergraduate level as well as their admission in postgraduate courses.

- The scholarship would, however, be subjected to securing a minimum of sixty per cent marks at undergraduate level.
- The scheme is applicable to such students who have taken admission in regular, full-time Master's Degree course in any recognized university or a post graduate college.
- The scholarship is available to the student for first PG Degree only. Age limit for the students is 30 years at the time of admission in PG course.
- Distance mode of education is not covered under the scheme.

Following subjects have been identified for the award of scholarships who have passed at Undergraduate level:

Sl. No.	Subjects	Sl. No.	Subjects
01	B.Sc. (General) (Common for all subjects)	12	B.A (Geography) (Hons.)
02	B.A. (General) (Common for all subjects)	13	B.A (Hindi) (Hons.)
03	B.Com. (General)	14	B.A (History) (Hons.)
04	B.Sc. (Botany) (Hons.)	15	B.A (Philosophy) (Hons.)
05	B.Sc. (Chemistry) (Hons.)	16	B.A (Political Science) (Hons.)
06	B.Sc (Mathematics) (Hons.)	17	B. A(Psychology) (Hons.)
07	B.Sc (Physics) (Hons.)	18	B.A (Sanskrit) (Hons.)
08	B.Sc (Statistics) (Hons.)	19	B.A (Sociology) (Hons.)
09	B.Sc (Zoology) (Hons.)	20	B.A (Urdu) (Hons.)
10	B.A (Economics) (Hons.)	21	B.Com (Hons.)
11	B.A. (English) (Hons.)		

Other combinations of subjects are not covered. Before forwarding applications students/Universities may kindly ensure that application satisfy all norms as per guidelines. Applications received for other than the above mentioned subjects will be summarily rejected.

4. Number of Scholarship and Tenure of Scholarship

- The total number of scholarships in the first academic year would be 1800 per year for General Courses and 575 for Honours Courses. The duration of the scholarship will be two years only. The tenure of the scholarship will not be extendable beyond two years, under any circumstances.

- The rank holders would be considered only from those universities (including affiliated colleges) wherein at least 1000 students have appeared in the examination in the General courses and 100 in Honours courses at undergraduate level in the aforesaid programmes.
- Degrees awarded by autonomous college are not covered, but these are to be included in the affiliating university and a common ranking is to be indicated

5. Monitoring/Operation of the Scheme

- The Scholarship will be awarded by the UGC and it will be informed to the concerned Universities and awardees pursuing Master's programmes. The selection will be purely merit based. The awardees will be issued a bank card through which he/she could withdraw the amount of scholarship on the last day of each month.

6. Financial Assistance under the Scheme

- The financial assistance for the scheme will be provided by the UGC to all the eligible universities/institutions which are under Section 2(f) and 12(B) of UGC Act. The Universities in turn will be responsible to submit all documents such as Statement of Expenditure and Utilization Certificate etc. to the UGC to settle the accounts.
- Each awardee, under the scheme, will be provided a scholarship of Rs. 2,000/- p.m. for a period of two years (i.e. 10 months in a year). The second year grant will be released after receiving Utilization Certificate and statement of expenditure along with the progress report of the first year.
- No other additional grants will be payable in lieu of hostel charges and medical charges etc.

7. Other Conditions

- The student who is awarded Post-graduate Scholarship will not be debarred from accepting any other scholarship. But candidate is entitled for only one scholarship either PG Merit Scholarship for University Rank Holder or Indira Gandhi PG Scholarship for Single Girl Child.
- Students desirous of leaving the studies mid-way without completing the PG degree will have to take prior approval from the UGC by submitting an application along with justification through the concerned university.
- Any student who discontinues studies without prior approval of the UGC will have to refund the whole amount and the concerned institution will be responsible for this.
- The university/college/institution has to submit a certificate of completion of the PG course in respect of each student availing this scholarship.

- No extension is permissible beyond two years.
- Cancellation of Scholarship

The UGC may terminate the scholarship of any student in case of:

- (a) Misconduct of the awardee, if any, reported by the University/Institution.
- (b) Unsatisfactory progress report (i.e. if the candidate scores less than 60% marks in the first year of Master's programme)
- (c) Candidates being found ineligible at a later date shall face the penal action and will also be liable to refund the entire Scholarship amount paid.

8. Documents to be Submitted

- The candidate is required to submit an application in the prescribed format indicating name, address, date of birth, UG certificate, % of marks at UG level
- Attested copy of university undergraduate-degree
- Matriculation certificate
- Rank certificate from the university (not for autonomous college) A verification certificate by the institute where, students has taken admission to Ist Year P.G. Course.

9. Certificate to be Submitted by the Concerned University/Institution to the UGC

Every year University/Institution will submit a compiled statement for the following:

- (a) Statement giving the names of the students selected for the scholarship along with their bank account details
- (b) Progress Report to be submitted after the first year of the award giving percentage of marks obtained by the candidates
- (c) Utilisation Certificate

(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below:-

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar; and
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides

X

Sample Form of Caste Certificate to be Produced by the Candidates Belonging To SC/ST Categories

Form of Certificate as prescribed in M.H.A,O.M. NO.42/21/49-N.G.S., dated 28-1-1952 as revised in Dept. of Per.& A.R., Letter No.36012/6/76-Estt.(S.C.T.), dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

FORM OF CASTE/TRIBE CERTIFICATE

This is to certify that Shri/Shrimathi*/Kumari*_____

Son/daughter* of _____

of village/town* _____

in District/Division* _____ of the State/Union Territory* _____
belongs to the _____ Caste/ Tribe* which is recognized as a Scheduled Caste
Scheduled Tribe*

Under:

The Constitution (Scheduled Castes) Order, 1950.

*The Constitution (Scheduled Tribes) Order, 1950.

*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders (Amendment) Act, 1976.)

*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;

*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976;

*The constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;

*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962;

*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

*The Constitution (Uttar Pradesh, Scheduled Tribes Order, 1967;

*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;]

*The Constitution (Nagaland) Scheduled Tribes Order, 1970; *The Constitution (Sikkim) Scheduled Castes Order, 1978; *The Constitution (Sikkim) Scheduled Tribes Order, 1978; *The Constitution

(Jammu and Kashmir) Scheduled Tribes Order, 1989. *The Constitution (Scheduled Castes) Order (Amendment) Act, 1990. *The Constitution (Scheduled Tribes) Order Amendment Act, 1991. *The Constitution(Scheduled Tribes) Order Second Amendment Act,1991.

**This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimathi*_____

father/mother*of Shri/Shrimathi/Kumari*_____ of village/
town*_____in District/Division*_____ of the State/Union Territory*

_____ who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* _____ issued by the _____ dated_____.

Shri/Shrimathi*/Kumari*_____and/or* _____ his/
her* family ordinarily reside(s) in village/town*_____of
_____District/Division* of the State/Union Territory* of _____.

Signature_____ Designation_____

(With seal of office)
State/Union Territory

Place:_____ Date:_____

Note: The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

Please delete the words which are not applicable.

** Applicable in the case of SCs, STs persons who have migrated from one State/UT (Employment News 9/92).

XI

Sample Form of Certificate to be Produced by the Other Backward Classes Applying for Admission to Central Educational Institutions Under the Government of India

FORM OF OBC CERTIFICATE

This is to certify that _____, son/daughter of _____, of village _____

_____ District/Division _____ in the State belongs to _____ the _____ community which is recognized as a Backward Class in under following resolutions of Government of India, Ministry of Welfare:

*(i) Resolution No.12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993.

*(ii) Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No.163, dated the 20th October, 1994.

*(iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No.88, dated the 25th May, 1995.

*(iv) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No.210, dated the 11th December, 1996.

*(v) Resolution No. 12011/96/94-BCC dated 9/03/96.

*(vi) Resolution No. 12011/13/97-BCC dated 03/12/97.

*(vii) Resolution No. 12011/99/94-BCC dated 11/12/97.

*(viii) Resolution No. 12011/68/98-BCC dated 27/12/99.

*(ix) Resolution No. 12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.

*(x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.

*(xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.

*(xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.

*(xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.

*(xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.

*(xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

*Shri_____ and/or his/her family ordinarily reside(s) in the_____ District/Division of the _____ State. This is also to certify that **he/she does not belong to the persons/sections(Creamy Layer)** mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93-Estt.(SCT), dated 8-9-1993 which is modified vide OM No. 36033/3/3004 Estt. (Res) dated 09/03/2004.

District Magistrate, Deputy Commissioner, etc.

Dated:

SEAL

*Strike out whichever is not applicable N.B.

XII

Sample Format of Income Certificate

Revenue Case No. 028

This is to certify that the annual income from all sources including share of joint family for the financial year of **April 1, 2010–March 31, 2011** of Mr./Ms. _____

_____ in Rs. _____
in words _____.

Rev Case No. MRC-81/2009-2010

Place:

Date of issue _____

TAHSILDAR

(SEAL)

(To be produced in duplicate)

1. Application
2. Affidavit
3. Talathi Report No.

Following fact may please be noted while issuing above Income Certificate for E.B.C. concession/GoI Scholarship.

- I.
 1. If the applicant is parent, income of both parent, income of all earning sons and daughter and share of joint family, etc., should be taken into account.
 2. If the applicant guardian of the ward his parent, Brother/Sister Income and Share of joint family etc. should also be taken in account.
 3. If the applicant is student himself own Income if any, along with the sources mentioned under 2 above should be taken in account.
- II. This Income Certificate is to produce by the applicant from and appropriate authority from rural or urban areas as the case may be in addition to the Income Declaration.

Notes:

1. Income Certificate must be issued by the appropriate authority like Tahsildar, Naib Tahsildar, Block Development Officer or the District Magistrate/Collector.
2. Salary Slip, Pension Slip and the certificate issued by Community, etc., will not be treated as valid income certificate.