

ABES ENGINEERING COLLEGE

NH-9 (FORMARELY NH-24), NEAR CROSSING REPUBLIK, GHAZIABAD

POLICY FOR SCHOLARSHIP/FEE CONCENSSION/FINANCIAL ASSISTANCE UNDER SUPPORT & EMPOWER EDUCATION (SEED)

Policy No.	Issued for Implementation	Description
ABESEC_001	18.09.2018	Policy for Internal Scholarship/Fee Concession/Financial Assistance under Support & Empower Education (SEED)

ABESEC

POLICY ON INTERNAL SCHOLARSHIP/ FEE WAIVER/ FINANCIAL ASSISTANCE UNDER SUPPORT & EMPOWER EDUCATION (SEED) :

- 1. PURPOSE:** Every year, some of the students who are admitted for various courses are from economically weaker section/single parent/critical illness of earning parent, parentless child or any other critical condition for parents/ guardians not being able to financially support their ward. Such students are unable to pay their academic fee either for entire duration of the courses/program or for one or more years/semesters.

- 2. INTRODUCTION OF SUPPORT & EMPOWER EDUCATION (SEED)**

ABESEC Management under the flagship of “Society for Educational Excellence” intends to create a fund named “Support & Empower Education” (SEED). SEED is being introduced with a vision to strengthen education by providing financial assistance to the needy student who are meritorious of desirous to pursue technical education from ABES EC. SEED will support student from economically weaker section/single parent/death or critical illness of earning parent or any other critical condition for parents not being able to financially support their word.

Creation of Fund

A Resolution has been passed in the meeting of BOG held on 18.09.2018 to create a separate ledger account in the name of “SEED”. The college management will allocate funds into the account as per need basis. The Institution will also welcome contribution of other interested donors like Faculty/Staff/Alumni/ Individuals & Corporates in “SEED”. In every financial year an audit would be done to review the Financial Assistance provided to beneficiaries in the concerned year. A Committee will be constituted for reviewing of applications for financial assistance. Its meeting would be held twice in an Academic Year.

Constitution of “SEED”

A five member committee will be constituted to review the applications of the students for financial assistance. The Constitution of the committee will be as under:

1. Director of the Institution or Nominated Member by Director (Chairperson).
2. Representative of Management (Member)
3. Senior Faculty (Member)
4. 1 Faculty / Staff (Member)
5. Registrar of the Institution (Member Secretary)

The Committee members will take decision after scrutiny of application and meeting with parent / guardian (as the case may be) to grant or reject the applications under framed guidelines.

Salient Features of “SEED”

1. Under this Scheme, financial assistance up to a maximum of 01 Student per year/ Course shall be available.
2. Financial Assistance of Rs 25000-Rs 50000 to be provided in an Academic year if the student has secured 70% in Board Exam/Graduation/Diploma Examination of 70% in University Examination without any carry over in previous academic year.
3. Financial Assistance up to Rs. 1.0 Lac to be provided in an academic year if the student has secured 90% in PCM in Board Exams/ Graduation/ Diploma Examination of 80 % in University Examination without any Carry Over in previous Academic year.
4. The below mentioned conditions are applicable to all above mentioned categories :
 - (a) The Financial Assistance provided by SEED will be limited to tuition fee only.
 - (b) The applicant should have minimum 75% attendance as per the University norms.
 - (c) The applicant indulge in any act of indiscipline during the stay in Institute would not be eligible for financial Assistance.
 - (d) Student admitted under FW/PMSSS will not be eligible to get Financial Assistance through SEED.

(e) SEED will not apply to those students who are receiving / or have applied for financial assistance/Scholarship from any other source.

(f) Management reserves the right to relax the above mentioned criteria as per the merit of the case.

Criteria for Financial Assistance from “SEED”

- Single parent (in case death/separation)
- Parentless
- Critical illness of Parent (Cancer, Paralysis or bedridden disease etc.)
- Economically weak (Family Annual Income Less than 2.0 Lac)
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3. **SCOPE:** The scholarship will be awarded on the basis of the Criteria mentioned above and applicable for the students of all the undergraduate and postgraduate programs offered by ABES Engineering College, Ghaziabad (ABESEC).

4. REQUIREMENT OF DOCUMENTS :

- 1) Income Certificate / Salary Certificate (in all cases)
- 2) Death Certificate (in case of point 1&2 only)
- 3) Marriage Certificate, Court Proceedings of Affidavit stating separation with two witness in case of separation (Only in case of point No 01)
- 4) Doctor's prescription, medical reports (of the day when diagnosed & as on date)
- 5) Additional documents, if any, as per the requirement of the committee.

5. PROCEDURE:

- 1) The applicant will submit the application along with necessary documents to the respective HOD.
- 2) The HOD will state his/her observations on application and forward all the applications of the concerned department to Member Secretary.
- 3) The Member Secretary will notify the meeting date and inform all the members.

- 4) After finalization of meeting date HOD will inform the parent to attend the meeting along with their word.
- 5) After meeting with the parent and with consent of all members, cases will be recommended for Approval or Rejection.
- 6) Member Secretary will forward the recommendations to the Registrar.
- 7) Registrar will put up all the case in front of management for approval.
- 8) After getting the approval from the management Registrar will inform the parent about the status of application in writing.
- 9) In case of Rejection, application will be filed with Member Secretary & a copy of it in Student personal file at Registrar Office.
- 10) An affidavit has to be submitted duly signed by candidate & parent stating information given by candidate is true in all aspect & if found incorrect admission will be treated as cancelled & assistance amount to be returned by candidate with 18% penal interest.
- 11) In case of any legal dispute, the jurisdiction will be limited to Ghaziabad court only & it will not be subjected to any other court outside Ghaziabad.

6. RECORD KEEPING:

- The Registrar shall be the custodian of maintaining record of scholarship granted year on year.

7. REMOVING OF DIFFICULTY

ABESEC reserves the right to amend the policy as many times as it feels essential. The issues involved in designing policy are dynamic in nature and will require this policy to be reviewed and revised periodically.


(Registrar)

Approved by

(Vice Chairman -BOG)