

Chapter-13 (Manual- 12)

The Manner of Execution of Subsidy Programmes

13.1 Information as per the following format:

1. Name of Programme/scheme

Scholarship-1) centrally sponsored Post Matric Scholarship Scheme.

2) Special Grant Scheme sponsored by Government of Punjab.

2. Duration of the programme/scheme

- 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/Scheduled Tribe scholar pursuing Group A 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.
- ii) 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.
- v) 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 a 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.

3. **Objective of the programme.**

The object of the scheme is to provide financial assistance to the SC / ST students, who are permanent resident of Punjab State studying at post matriculation or post secondary stage to enable them to complete their Education.

4. Physical and financial targets of the programme (for the last year-2006-07) Rs. 195.30 lacs was distributed to the 750 Students studying in various Engineering and Polytechnic Colleges under Centrally sponsored Post Matric Scholarship Scheme and 33 Applications of Students studying in various Engineering and Polytechnic Colleges were received under Special Grant Scheme but no Bill has been passed whereas total grant available was 6.00 lacs.

5. **Eligibility of Beneficiary.**

Merit-cum-mean basis and SC/ST students who are permanent resident of Punjab State and the income of their parents/guardian is less then 1.00 lac P.A. for the benefit under Centrally sponsored Post Matric Scholarship Scheme and scholarship is awarded to SC/ST student of Punjab State @ 125 Rs. per month for day scholar and @ Rs. 250 per month for hostler and ceiling of income of parents of guardians is Rs. 60,965 P.A..

6. **Pre-requisites for the benefit**

- i) The scholarships are open to national of India.
- ii) These scholarships will be given for the study of all recognized post matriculation for post-secondary courses pursued in recognized institutions.
- iii) Only those candidates who belong to Scheduled Castes and Scheduled Tribes who have passed Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education, will be eligible.

- iv) Students pursuing Post graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
- v) No subsequent failure will be condoned except courses in Group 'A' and no further change in the course will be allowed.
- vi) Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education.
- vii) Employed students who take leave without pay for the entire duration of the course and study as full time students will be eligible for scholarships.
- viii) All children of the same parents/guardians will be entitled to receive benefits of the scheme.

7. Procedure to avail the benefits of the programme

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.

8 Criteria for deciding eligibility.

- i) All the eligible Scheduled Castes and Scheduled Tribes 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.

9 Detail of the benefits given in the programme (also mention the amount of subsidy or other help given)

Scholarships are paid according to the 'means test'

Full maintenance allowance and full fee. Full fees is reimburse under the centrally sponsored Post Matric Scholarship Scheme.

10. Procedure for the distribution of the subsidy.

11 Where to apply or whom to contact in the office for applying.

Principal / Head of the Institute.

12 Applicant fee (where applicable)

Not applicable.

13 Other Fees (where applicable)

Not applicable.

14 Application format (where applicable. If the application is made on plain paper please mention it along with what the applicant should mention in the application)

SCHOLARSHIP FORM NO.1

HISTORY SHEET OF THE APPLICANT FOR POST-MATRIC/SCHOLARSHIP TO:-

- | | |
|---|--|
| • Portion not applicable should be crossed out by the applicant | SCHEDULED CASTES
SCHEDULED TRIBES
DENOTIFIED TRIBES
NOMADIC TRIBES
SEMI-NOMADIC TRIBES |
|---|--|

Note:- The applicant should fill in correctly the entries from 1 to 5 only. The remaining entries will be filled in by the authority which awarded scholarship.

- | | |
|---|---------------------------|
| 1. Full name of the applicant
(IN BLOCK LETTERS) | Shri/Shrimati/Kumari----- |
| 2. Applicant belongs to--- | State_____ |
| | District_____ |

Permanent_____

Address_____

3. (a)(i) Whether Scheduled Castes, Scheduled Tribes, Denotified, Nomadic and Semi Nomadic Tribes
(c) Whether employed or not
 4. (a) Course of Study for which scholarship desired
(b) Class and course studying
 5. Name of the institution where studying and it's complete
Complete postal address
-

(To be filled in by the Awarding Authority)

6. Year of applying
7. Application/Folder File Number
8. Whether awarded scholarship
9. Monthly rate of maintenance charges fixed at the rate of____

Hosteller rate Rs.

Day Scholar rate Rs.

10. Total period for which the scholarship will be required for the completion of the course From To
11. Date from which scholarship payable
12. Progress Chart-(This may be filled up from the year of selection onwards making thereof the renewals made till the applicant completes the course).

FRESH
APPLICATION FOR GOVERNMENT OF INDIA SCHEME OF POST-MATRIC
SCHOLARSHIP TO SCHEDULED CASTES, SCHEDULED TRIBES, DENOTIFIED,
NOMADIC AND SEMI-NOMADIC TRIBES STUDENTS FOR STUDIES IN INDIA

2000 to 2001

(Instructions for the Applications)

1. Before filling in the application form the applicant must carefully read the regulation of the scheme. These scholarships are for Post-Matriculation/Post-Secondary studies only.
2. This form is intended for FRESH applicants and for those who were in receipt of scholarship in the previous year but have completed a stage of education (e. g. Intermediate / Pre-Professional / Pre- Medical/ Pre-Engineering etc.) and desire to apply for scholarship during the current year for studying a higher course of study (like Pre-University/Intermediate or M.A. after passing B.A. or M.B.B.S. after passing Pre-Medical Intermediate).
3. The applicant must submit this application duly completed to the authority prescribed for this purpose by the Government of the State/Union Territory to which he/she actually belongs/permanently settled, before the last date of receipt of applications is over are over are liable to be rejected. The applications should NOT be sent to the Government of India.
4. APPLICANT IS WARNED THAT IF HE/SHE SUBMITS THE APPLICATION BY GIVING FALSE STATEMENT, WRONG DECLARATION OF CASTES, INCOME ETC. OR OTHERWISE OBTAINS SCHOLARSHIP, THROUGH FRADULENT MEANS HE/SHE WILL BE BALCK LISTED AND DEBARRED FOR SCHOLARSHIP FOR EVER UNDER THIS OR ANY OTHER SCHOLARSHIP SCHEME. THE SCHOLARSHIP PAID WILL ALSO BE RECOVERED.

PART (A)

(Entries to be filled in by the applicant in neat and clean handwriting)

To

The Director of Public Instruction,
Punjab, Chandigarh.

Sir,

Applicant must
affix his/her
passport size
photograph
with his/her
Signature
thereon

I wish to enter myself as a candidate for the award of a scholarship for the year
19_____19_____under the above-noted scheme.

I belong to_____and the other particulars given below:-

(" The applicant should state whether he/she belongs to Scheduled Castes,
Scheduled Tribes, Denotified Nomadic, Semi-Nomadic Tribe or
Scheduled Castes, Scheduled Tribes, Denotified Nomadic and Semi-Nomadic Tribes
candidates should also indicate sub-caste);

1. Name of the applicant in full_____
- BLOCK LETTERS (Women
Candidate should also indicate
Whether Miss/Mrs.)
2. Date of Birth
3. (i) Nationality
- (ii) State to which the applicant
Actually belongs permanently
settled____

State_____

District_____

Full permanent address_____

4. Present address_____

5. Whether married or single_____

6. State whether your father_____

Husband is alive_____

7. Give full name, occupation and complete postal
Address of your father/mother/husband/guardian

Name_____

Occupation_____

Present address_____

Permanent address_____

8. Who supports you in your studies, i.e.
Father/mother/guardian/husband or are
You supporting yourself.

9. If your father/mother guardian/husband/
Supports you, please state:-

The total annual income of your parents
(Father and mother/guardian/husband)
from all sources in the preceding year
ending 31st March, 19_____

10. Number of children receiving post-matric
Education in the current year including in
the applicant

Give their full particulars:

Name	Age	Class and course in which studying	Full address of the institution where studying	Whether applied for a Scholarship under this scheme is already in receipt of a Scholarship

11. If you are supporting yourself please indicate:-

- (a) Your present occupation
- (b) Name and address of your employer
- (c) Total monthly income
- (d) Whether the applicant has to support a family or not
- (e) The total annual income from all sources of the family, including your own in the Proceeding year ending on 31st March

12. (i) Were you in receipt of scholarship under this scheme in the previous academic year

(ii) If yes, indicate the course of study_____

The Class

The Institution

13. Give particulars of all examinations taken and Colleges/Universities attended commencing with the Matriculation or equivalent examination, attested copies of the certificates, diplomas, and degree should be attached. Any break in the educational carrier and how that was spent should be indicated in the remarks column. Where it is not possible to attach copy of the certificate, one attested copy of the Marks-Sheet be sent.

Sr.No.	Name of High School/ College/ University/Board, etc., from which examination was taken	Date of entering and leaving	Name of examination taken	Roll No. and year	Whether passed or not, if passed, State division	Subjects taken	Remarks

14. (i) Course of study for which scholarship is now desired by the applicant
- (ii) Name and full address of the educational Institution where the applicant is studying the above course
- (iii) Class to which admitted
- (iv) Exact date of joining that class
- (v) Subject taken From To
- (vi) Total number of years required for the completion of the entire course referred to at (i)
- (vii) Likely date, month and year in which the final examination will be held and the Name of the University/Board which will award the final degree/diploma/certificate
- (viii) Whether the course of study is a regular day time/evening time course?
- (ix) In case you are studying a regular evening time course indicate how your day time is utilised.
15. Are you residing in the hostel of the institution on an approved hostel?
- (If yes, full particulars of the hostel and the hostel dues)
16. (i) If you belong to Scheduled Tribe, have you attached Caste and Citizenship Certificate along with this application
- (ii) If you belong to Scheduled Caste, Denotified, Nomadic and Semi-Nomadic Tribes, have you attached along with this application the Caste and Citizenship Certificate and income

declaration

- (iii) If you belong to Lower Income Group, have you attached Citizenship and Income Certificate along with this application
- (iv) Have you attached (a) receipt in acknowledgement of the Scholarship amount for the previous academic year, (b) Parent's/ Guardian's Declaration and (c) Part 'V' this application

I hereby declare that I have read the regulations of the Scheme and the Statement made by me on this application form is correct. I further agree to abide by the terms and conditions of the award, if I am selected for the scholarship applied for.

I undertake that if any statement made by me is found incorrect by the Government whose decision is refunded by me and failing which the authority awarding the scholarship will recover the amount through whatever means it deems proper.

I fully understand the declaration of false statements will debar me for scholarship for ever under the or any other scholarship scheme.

Place:
Date:

Signature of the
Applicant_____

PARENTS/GUARDIANS DECLARATION

(This declaration has to be given by father/mother/husband/guardian as the case may be of the applicant)

I certify that particulars given in the application are correct and if any of them is found to be incorrect the Government's decision on whether the declaration of particulars is false shall be final and binding on me. I undertake to refund to the Government on demand the entire amount of Scholarship, etc. that may be paid to my son/daughter/wife/ward failing which the Government may recover the amount from me through whichever means it deems proper.

Place:
Date:

Signature_____
Left/Right hand thumb impression in
case he/she is illiterate

PART (B)

(To be filled in by Head of the institution where the applicant is studying)

- (i) The statement made by the applicant in part (A) are correct to the best of my knowledge
- (ii) Character, conduct and attendance of the applicant (general review)
- (iii) Whether you recommend the applicant for the award of a scholarship
- (iv) Date of commencement of the current academic session of the course the applicant is studying in your Institution. 1. Date_____ 2. Course_____
- (v) Exact date on which the applicant joined the class
- (vi) Likely date, month and year on which the annual examination in the current session will be over
- (vii) (a) Is the applicant exempt from payment of tuition fees
(b) If yes, please indicate whether exemption is for full or half tuition fee
- (viii) Details of the non-refundable compulsory fees (Excluding hostel rent and other incidental charges payable by the applicant during the Current year to the institution)

The applicant is required to pay compulsory fees (excluding hostel rent and other incidental charges) amounting to Rs. _____ to this institution for the current year from _____ to _____ as per details given below:-

Particulars of all non-refundable compulsory fees payable by the applicant to the institution and University	Amount paid		Amount paid
	Rs. P.	Rs. P.	Rs. P.
1. Tution		6. _____	
2. University		7. _____	

Examination		8. _____	
3. Admission		9. _____	
4. _____		10. _____	
5. _____		11. _____	
Total	_____	Grand Total Rs.	_____

“ Any other compulsory non-refundable fee payable by the applicant to the institution be indicated here.

(x) Whether the applicant is residing in the hostel or not
IF yes, please indicate_____

(a) the date on which the applicant joined the hostel

(b) Whether the applicant is entitled to free board and
Lodging /free board/free lodging

(c) Average monthly charges payable by the applicant

(i) Boarding i.e., mess charges

(ii) Lodging, i.e., hostel rent etc.

(xi) Designation and full postal address of the authority/
Head of the institution to which the scholarship
amount, etc, will be sent for disbursement to the
Applicant.

(xii) Name of the nearest branch of the State Bank of
India of the Government Treasury through which
the payment of scholarship is desired

Certified that_____

(1) The fees charged from the applicant are compulsory payable by all the students studying in the class and there is no exemption possible. No fees shown herein are reimbursed by the Government or from any other source.

- (2) This institution is affiliated to _____ University / Board and is recognized by the Government of India/State Government of _____. The applicant is staying _____ course in this institution and the minimum qualification required for admission to that course is a pass in the _____ examination.
- (3) The applicant is receiving monthly payment at the rate of Rs. _____ per month from the month of _____ our of the adhoc amount placed at my disposal by the Government.
No adhoc grant-scholarship has been paid/is being paid to the students as he has failed or been detained in the class and his case has been referred to the awarding authority for decision to avoid wrong payment
- (4) The accounts in respect of the application will be regularly rendered to the Government and in case the applicant leaves the institution or otherwise discontinues studies or accepts any other scholarship/stipend, the fact will immediately be reported to the authority awarding the scholarship and the payment of scholarship to the applicant will also be discontinued. The undisbursed amount/lying with the institution on account of scholarship, fees, etc. will also be refunded into the Government account.

No.:

Place:

Date:

"STAMPED SIGNATURES

WILL NOT BE ACCEPTED

"Signature of the Head of the

Institution _____

Name in block letter _____

Designation _____

Address _____

Seal of Institution _____

CASTE, CITIZENSHIP AND INCOME CERTIFICATE

- Notes:- (i) This certificate is to be submitted along with the applicant by only those applicants who belong to the Scheduled Tribes or the scheduled Castes or the Denotified Tribes or the Nomadic Tribes or the Semi-Nomadic Tribes.
- (ii) This certificate should be signed either by a Sarpanch or Numberdar or Patwari or Member of Parliament or a Member of State Union Territory Legislature or a Municipal Commissioner or a Member of the District Board or a Gazetted Officer or an officer specially authorized by the Government of the State/Union Territory to which the applicant actually belongs.
- (iii) THIS CERTIFICATE IS A VERY IMPORTANT DOCUMENT AND THE SCHOLARSHIP IS AWARDED MAINLY ON THE BASIS OF THE CERTIFICATE ISSUING AUTHORITY. IT IS, THEREFORE, ADVISED TO ISSUE THIS CERTIFICATE WITH DUE CAUTION SO THAT SCHOLARSHIP REALLY GOES TO THE STUDENT WHO ACTUALLY BELONGS TO EITHER OF CLASSES SPECIFIED ABOVE.

I certified to the best of knowledge that:-

1. Shri/Kumari/Shrimati _____
 son / daughter / wife of Shri _____ resident of _____
 _____ is a citizen of India and belong to
 the _____.

2. His/Her sub-caste is _____ and religion
 is _____.

3. His/Her father/guardian/husband is a permanent resident of village _____
 _____ tehsil _____ district _____, State _____

4. The total monthly income from all sources of both the parents/guardian/husband/himself is Rs. _____ (P.M.)

Signature _____

Name in Block LETTERS _____

Designation _____

Full address _____

Place:

Date:

“ A certificate bearing the seal of the issuing authority, if that be Gazetted or any specially authorised officer, will not be accepted. Other may also affix their seals if available.

” Please write whether the applicant belongs to Scheduled Castes/Scheduled Tribes/Denotified Tribes/Nomadic Tribes/Semi-Nomadic Tribes.

(SCHOLARSHIP FROM NO.2)

Renewal

APPLICATIONS FOR GOVERNMENT OF INDIA SCHEME OF POST MATRIC SCHOLARSHIPS TO SCHEDULED CASTES, SCHEDULED TRIBES, DENOTIFIED NOMADIC AND SEMI-NOMADIC TRIBES STUDENTS FOR STUDIES IN INDIA

2000 TO 2001

Instructions 1. This form is meant for those scholars who were in receipt of scholarships under the above noted scheme in the previous year and who desire to apply for the “Renewal” of their scholarships during the current year for the completion of a continuous course of study at a same stage of education (e.g. B.A.II year on passing the B.A. I year B.A. III year on passing the B.A. II year, internship / Houseman ship on passing the M.B.B.B.S. etc.)

Those who have completed a stage education (e.g. Pre-University/Pre-Engineering, Pre-Medical, intermediate Degree Diploma course) and who desire to apply for higher course of study(e.g. after passing Pre-University, M.B.B.S. after passing inter Science Pre-Medical, B.A. after passing Inter Pre. eng. etc.) should send their application on the prescribed form meant for B.A. So. Candidates. Such candidates should not use this form.

2. This application duly completed must be sent before the last date of receipt of application is over to the authority who awarded scholarships in the previous year immediately after the annual examination result is known. The application should not be sent to the Government of India. Incomplete application will also be rejected.

APPLICANT IS WARNED THAT IF HE/SHE SUBMITS THE APPLICATION BY GIVING FALSE STATEMENT, WRONG INFORMATION OR OTHERWISE OBTAINS SCHOLARSHIP THROUGH FRAUDULLNI MEANS HE/SHE WILL BE BLACKLISTED AND DEBARRED FOR SCHOLARSHIP EVEN UNDER THIS OR ANY OTHER SCHOLARSHIP SCHEME THE SCHOLARSHIP AMOUNT PAID WILL ALSO BE RECOVERED

PART-(A)

(To be filled by the applicant in neat and clear handwriting)

Sir,

I was in receipt of a scholarships under the above noted scholarship scheme last year for the study on_____

(Name of course of study and class)

_____ at _____ and
(Name of Institution)

I am studying the year in the _____ class of that continuous course in that institution.

I request that my scholarship may be renewed for the current year
19____19____

Yours faithfully

(Signature of the applicant)

Full Name in Capital letters: SH.KUMARI/SMT. _____

Father's/Husband's Name : _____

Caste/Tribe and sub-Caste/ : _____

Sub-tribe

State where permanently settled: State _____

District _____

Full permanent address : _____

PART-B

(To be filled in by Head of Institution where the applicant is studying)

(i) (a) The statement made by the applicant in Part(A) correct _____

(b) Reference of the sanction letter which awarded scholarship No _____

Date _____

(ii) Character conduct and attendance of the applicant (General review) _____

(iii) (a) Result of the annual examination of class attendant in the
previous year, i.e. whether he/she has been promoted
to the next class or failed/detained _____

(b) If the applicant has been promoted to the next
higher class, please indicate _____

- (1) Class to which promoted _____
- (2) Date of promotion _____
- (3) Date of joining _____
- (c) In case the applicant failed or was otherwise detained please indicate-- _____
- (1) Reason of failure/detention _____
- (2) Whether this is his/her first failure or more than one failure in the entire course? _____
- (d) Likely date, month and year in which the annual Examination in the current session will be over (Including practical) _____
- (iv) (a) Is the applicant exempt from payment of tuition fee? _____
- (b) If yes, please indicate whether exemption is for full or half tuition fee? _____
- (v) Name of the dearest branch of the State Bank of India of the Government Treasury through which the payment of Scholarship is desired? _____
- (vi) The designation and full address of Head of the Institution to whom the Scholarship amount in respect of this student may be sent _____
- (vii) The applicant is required to pay compulsory fees (including hostel rent) and other incidental Charges to this institution for the current year from _____ to _____ as per details given below:-
- (viii) (a) Was the applicant residing in the hostel in the preceding year?
- (b) Whether the applicant is residing in the hostel of the _____ Institution or an approved hostel this year?
- (c) If yes, please furnish-
- (1) Name of the Hostel _____
- (2) Date of admission in the Hostel _____

(d) Whether the applicant is entitled to free board
and Lodging of free board or free lodging? _____

Particulars of all non-refundable compulsory fees Payable by the applicant to the Institution and University during current academic year	Rate		Amount payable by the applicant to the institution		Remarks
	Rs.	P.	Rs.	P.	
1. Tuition					
2. Uni-Examination					
3. Amiss.					
4. Other Charges					
5. with detail					
Total					

Certified that this institution is affiliated to _____ University/Board and is recognised by the Government of India, State Government of _____ the applicant was awarded scholarship for studying _____ course in this institution and receipt in the prescribed form him/her to effect that he/she was paid scholarship in the preceding year is annexed.

I undertake that the Scholarship amount in respect of the applicant if and when placed at my disposal will be disbursed by me for the specific purposes for which it is given and the account will be regularly rendered to the authority which awarded the Scholarship. In case the applicant leaves the Institution or otherwise discontinues the study or accept any other regularly scholarship/stipend the fact will be immediately reported to paid authority and the payment of scholarship to the applicant will also be discontinued. The undisbursed amount lying with the institution on account of maintenance charge fee etc. will also be refunded of the Government amount.

No.	Signature of the Head of the Institution_____
Place:	Name_____
Date:	Designation_____
	Address_____

(Seal of Institution)

Any other compulsory non-refundable the applicant the institution be indicated here

ANNEXURE-1

Receipt in acknowledgement of the scholarship amount for 19____19_____

Reference of sanction letter No. and date by which awarded No._____

a scholarship in the previous year Date_____

Period up to which maintenance charges paid

Received from_____

(Indicate the authority who awarded the scholarship)

a sum of Rs._____(Rupees_____only) in full/part payment of the

Government of India Scholarship sanctioned to me for the year 19____19____(for study

in_____Class or_____under the Scheme of Post Matric Scholarship to

Scheduled Castes Scheduled Tribes Students through the

Principal/Dean/Registrar_____College University.

Signature of the student_____

Full name in Block Letters_____

Class_____

Date_____

ANNEXURE-b

Particulars of last University/Final/Examination in respect of Shri/Smt./Kumari_____

Name of Examination	Institution/ Board	University	Year in which taken	Marks	
				Aggregated % of Marks obtained to aggregate	Total obtained

COUNTERSIGNED

_____Signature of the Head
of the institution

_____Designation

_____Institution

APPLICATION FORM FOR SPECIAL GRANT TO STUDENTS BELONGING TO
SCHEDULED CASTES/TRIBES FOR THE YEAR 200____TO 200____

1. Name of the students (IN CAPITAL LETTERS): _____
2. Father's Name (IN CAPITAL LETTERS) : _____
3. Date of joining the college : _____
4. Name of course : _____
5. Class Roll No. : _____

6. Class to which joined/promoted : _____
7. Period for which special grant sought for : From_____To_____
8. Residence/Home address : _____
(Domicile Certificate be attached) : _____
9. Whether SC/ST and sub caste is : _____
(Attested copy of SC/ST Certificate to be attached: _____
10. Total annual income from all sources of both : _____
The Parents/Guardian/Husband himself is : _____
(Certificate be attached) : _____
11. Day Scholar/Hostler : _____

Date:

Signature of Student

Signature of the Hostel caretaker

Recommended by the Head of Deptt.

Recommended

Signature of Principal
(With seal)

TO BE FILLED BY THE INSTITUTE

Name of the college: _____

Summary statement of the forms/applications for the award of special grant to the students
belonging to schedule castes/tribes for the year 200____200_____

S. No.	Name of the Student was college Roll No.	Father's Name	Year of joining the college	Whether joining the college	Rate of special grant to be sanctioned	Date of joining the present class	Period for which special grant to be sanctioned	Total amount of special grant	Whether any special grant has been released if yes. No. and date of sanction by which awarded	Remarks
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.

Signature of Principal
(With Seal)

15 List of attachments (certificates/documents)

- a) One copy of the application for scholarship in the prescribed form (separate application forms as have been prescribed form '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 authorized 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 proceeding year.

16 Format of Attachments

- 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 State/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 authorized 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 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.

17 Where to contact in case of process related complaints.

Principal or Head of the concerned institute.

18 Details of the available fund (At various levels like District Level, Block Level etc)

At State level (Directorate of Social Welfare of Scheduled Casts, Scheduled Tribes and other Backward Classes, S.C.O. No.128-29, Secor-34, Chandigarh).

- i) 195.30 lacs are available for the year 2006-07 under Post Matric Scholarship Scheme under the head “2225- Welfare of Scheduled Castes, Scheduled Tribes and other Backward Classes”
- ii) 6.00 lacs are available for the year 2006-07 under Special Grant Scheme under the Head “33-Subsidies.

19 Number of beneficiaries given below (2006-07)

Number of beneficiaries under post metric scholarship scheme = 750

Number of beneficiaries under special grant scheme = NIL