

**ORDINANCE-VI**

**ORDINANCE ON AWARD OF SCHOLARSHIPS**

**Approved by**

**The Board of Governors**

**Vide Resolution No. R9.2/BOG-VI/14 dated 18<sup>th</sup> July, 2014**

**&**

**The Senate**

**Vide Resolution No. R13/SENATE-III/14 dated 16<sup>th</sup> June, 2014 and  
Amended R7/SENATE-XIII/17**

## **ORDINANCE-VI**

# **ORDINANCE ON AWARD OF SCHOLARSHIPS**

### **Preamble:**

Scholarships/ free studentship are awarded to students at the undergraduate level with the objective of either to encourage high performing students or to assist needy but potential candidates to pursue their higher studies. At the postgraduate levels scholarships are awarded to full-time students to give them economic freedom for carrying out their studies without being dependent on others. This ordinance specifies the scholarships offered by the Institute at various levels.

### **A. General Rules for Scholarship/ free studentship:**

1. For the award and continuance of a scholarship/ free studentship a student must satisfy the following:
  - a. Minimum scholastic performance and other eligibility conditions
  - b. Minimum prescribed attendance for the programme
  - c. Not subjected to any disciplinary action
  - d. Not placed under academic probation

Eligibility of a student to continue receiving a scholarship shall be reviewed at the end of every semester as per the criteria for the scholarship/ free studentship.

2. A student shall be eligible for only one scholarship/ free studentship at a time.

### **B. Doctoral Scholarship:**

1. Every full-time scholar\* admitted to the Ph. D. programme, not receiving any other scholarship, stipend, salary etc., shall receive a scholarship as per MHRD norms.
2. The scholar shall be required to assist the department/ centre/ institute in teaching, evaluation and any other activity up to 10 hours per week as prescribed by the department/ centre concerned.

\* In case of Science/ Humanities disciplines the candidate must be GATE/ NET qualified to be eligible for receiving a scholarship.

3. The scholar shall be eligible for 20 days of leave in a year with the approval of the head of the department at the recommendation of his/ her faculty adviser. To avail leave the scholar will be required to apply in advance in prescribed form. Saturdays, Sundays or holidays during the leave period are counted towards leave, except for prefixed or suffixed holidays. A maximum of 5 days of such leave is allowed to avail at a stretch if a student having any teaching assignment.

Scholar can avail medical leave. Medical leave will be considered on case to case basis.

If any unauthorized leave taken by scholar then, minimum time for submission will be as tabulated in PhD regulation (Sec IV-8.1) + (no of non-entitled leave X 2) days.

The Head of the Department (HoD) shall sanction leave on recommendation of the Supervisor/ Faculty Advisor.

4. Academic leave may be permitted to students to attend conferences/ seminars/ workshops/ trainings/ short-term courses/ field trips for data collection, survey etc. A maximum of 20 days of academic leave is permissible in a calendar year.

Academic leave of more than 60 days but up to a maximum of 12 months is also permissible to carry out part of the research in another institute/ R&D Lab/ industry in India or abroad. For sanction of such a leave, a letter of consent from the host organization shall be required.

Head of the Department (HoD) sanctions leave on recommendation of the Supervisor/ Faculty Advisor

5. Lady scholars shall be eligible for maternity leave up to six months once during the PhD programme. The Head of the Institute sanctions maternity/ paternity leave on recommendation of the Head of the Department/Centre and submission of a certificate from a Recognized Medical Officer /Medical Officer of the institute.

### **C. M. Tech Scholarship:**

1. Every full-time student with valid GATE score admitted to the M. Tech. programme, not receiving any other scholarship, stipend, salary etc., shall receive a scholarship as per MHRD norms.
2. The students receiving M. Tech. scholarship shall be required to serve the department/ institute as teaching assistant for up to 6 hours per week.

3. The student shall be eligible for 20 days of leave in a year with the approval of the head of the department at the recommendation of his/ her faculty adviser. To avail leave the scholar will be required to apply in advance in prescribed form. Saturdays, Sundays or holidays during the leave period are counted towards leave, except for prefixed or suffixed holidays. A maximum of 5 days of such leave is allowed to avail at a stretch if a student having any teaching assignment.

Student can avail medical leave. Medical leave will be considered on case to case basis.

The Head of the Department (HoD) shall sanction leave on recommendation of the Supervisor/ Faculty Advisor

#### **D. B. Tech Scholarships:**

##### **a. Merit Scholarship:**

1. There shall be a scholarship of 40% of the tuition fee amount awarded to top 5% B. Tech students in a batch based on the CGPA achieved in the previous semester.
2. The scholarship shall be awarded from the 2<sup>nd</sup> semester onwards up to the 8<sup>th</sup> semester.
3. To be eligible the student must secure a CGPA of 8.5 or above.
4. A student receiving the scholarship for the entire duration of the programme starting from the 2<sup>nd</sup> semester shall be awarded a certificate of merit.

##### **b. Merit cum Means Scholarship:**

1. There shall be a scholarship of 40% of the tuition fee amount awarded to up to 5% of the B. Tech students in every batch who come under the non-creamy layer and are able to maintain a CGPA of 7.0 or above.
2. The scholarship shall be awarded from the 2<sup>nd</sup> semester onwards up to the 8<sup>th</sup> semester.
3. The list of students to be awarded the merit cum means scholarship shall be decided by a selection committee comprising the Dean of Students Welfare as the Chairman and the Heads of the Engineering Departments as its Members. The selection shall be from among the eligible candidates based on a score (S) computed as below:

$$S = 0.5 \times CGPA + 0.5 \times IS$$

where,  $IS = 10 \times L/I$ ,  $L$  being the lowest reported income of the eligible candidates parents/guardians and  $I$  being the parent/guardian's income of the student concerned.