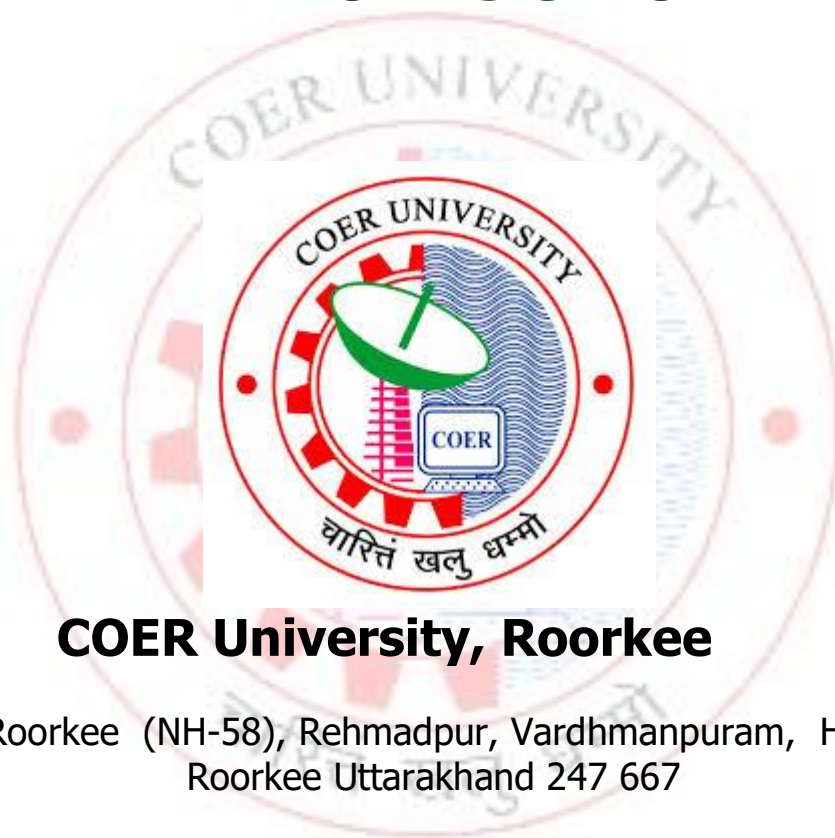


GUIDELINE FOR SCHOLARSHIP



COER University, Roorkee

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SCHOLARSHIP POLICY - RULES & GUIDELINES

COER University has evolved a scholarship policy for the students detailing the rules and guidelines to be followed from the inception of the University.

University considers award of scholarship based on merit and reservation policy of the government applicable to the enrolled students. The policy considers award of scholarship and/or adjustment toward tuition fee to a meritorious student in each discipline per academic year. However, other financial support is also considered depending on the availability of sponsored funds and the governmental guidelines. The selection procedure involves application by the meritorious students and consideration of partial tuition waiver to deserving students with special skill sets (Example - Sports, Artist, Defense, differently abled category, culturally oriented any other special skills etc.). The scholarship committee instituted by the university shall be authorized to scrutinize the application and recommend eligible candidate names for the award of scholarship and or any other financial support as applicable. The Vice Chancellor shall be the final authority to approve the award of the scholarship.

Scholarship Committee and Selection Procedure

All scholarship applications received shall be scrutinized based on defined criteria by the scholarship selection committee. The scholarship selection committee matrix includes Deans of faculties, HoDs, and Registrar of the university. The scholarship committee also has additional responsibility to explore available funds. An equitable distribution of scholarship is ensured by the committee based on merit/s and promotion of a program, not compromising on the competitive merit and qualifications of the eligible candidate.

The scholarship committee shall develop a repository of open scholarships and institutions who consider award of scholarship to meritorious students, procedures to attract students with scholarship grants from other agencies/NGOs and, encourages students to apply for competitive scholarships/need based/merit based /governmental scholarships and enables students to secure scholarships from corporate donors, foundations, philanthropists and willing non-governmental bodies. Applications are thoroughly scrutinized and shortlisted under various categories. The finalization of names is at the sole discretion of the committee members who take unbiased decisions. Students who are found ineligible for the award on various factors are not considered for the same. Award of scholarship also depends on availability of funds during that particular academic year.

Eligibility Criteria

The eligibility to qualify for scholarship varies on the nature of scholarship which could be merit, merit cum means, reservation, government eligibility criteria and many more. The guidelines for eligibility as decided by the committee and approved by the Vice Chancellor will be indicated clearly on the application form.

While awarding the scholarship, several other indicators are also considered that may include previous academic scholarship award, excellence in extracurricular activities, and financial hardship of meritorious candidates as identified in the application form.

All eligible students are required to submit the university scholarship application form well within the stipulated time. The selection committee may request for additional information and documents as deemed appropriate. This may include scholarly activities of the applicant like participation in various activities which are pointers towards academic excellence. However recommendations by competent authorities may also be considered in a few deserving cases. It is the responsibility of the student to submit all documents along

with application for consideration. Incomplete or inadequate information will render the application rejected.

Award Notification

The committee meets once the application formality is completed and scrutinizes the applications received in that particular academic year. The consideration may be based on merit, merit cum means, and eligibility as per government rules, special talents, sports and the like.

The scholarship award clearly mentions the amount, type of scholarship (partial/full/tuition fee waiver for specific period/special categories), duration and terms of reference for renewal and termination of scholarship. Students have to sign the scholarship acceptance letter before the last date. As a matter of policy the University awards only one scholarship in a year to a particular student. The awardee is communicated the same and is advised to go through the terms and conditions to avail the scholarship and sign the acceptance letter. The clause makes it clear that the facility may be withdrawn by the University at any time if the candidate is found ineligible for the same.

International Students

Eligible international students are encouraged to apply for scholarships available in their parent country as well as in India. University shall enable them to process applications as per guidelines. Any international student enrolled in the university with bilateral treaty and or financial support from the student's home country must maintain good academic progress with no backlogs in any semester and or academic year. Eligible meritorious international students from underdeveloped and developing countries shall be considered for partial tuition fee waiver as per the eligibility criterion and university guidelines on financial support. However, the award of the tuition waiver and or financial support considerations at the sole discretion of the scholarship committee.

Renewal of Scholarship

The Selection Committee makes careful semester-wise assessment of students in terms of academics as well as adherence to University code of conduct. While considering renewal of the scholarship. Review of renewal application is as per the agreement signed at the time of

award of scholarship. The decision of renewal or rejection is on a case to case basis as considered suitable by the committee. If a student is considered ineligible on specific grounds the award may be given to other deserving candidates as per guidelines of the University.

Scholarship Progression and Character

The awardee has to maintain strict adherence to the rules and regulations of the University and should possess a clear record in terms of discipline and character, any act of vandalism or misbehavior entertains disciplinary action and withdrawal of the facility. It goes without saying that the University considers its student as a brand ambassador and expects exceptional behavior.

Tuition Fee Waiver

The Management of the University as a mandate of its philanthropic initiatives has provided the facility of fee waiver for meritorious and deserving students in each academic year. The number of awardees and the amount so disbursed may vary from year to year. The percentage of waiver also varies and depends on various factors as decided by the management from time to time.

Endowment Scholarships

Endowment scholarships shall be instituted in the name of the Donors/ philanthropist/ family donations and the like. However, these scholarships depend on various factors like availability of funds, donors and the like.

The committee also provides inputs to host the scholarship details on the university website, promotes the scholarship ethics and excellence, and develops effective application protocols and selection process.

Scholarship and Financial Support Categories

Number of scholarship and or tuition waiver to be considered in an academic year is subject to change considering the availability of funds, merits of enrolled student/s, need based consideration of financial support in the form of tuition fee waiver as per the

University guidelines. Following are guidelines, subject to change, set by the university to consider award of scholarship and or any other forms of financial support;

- Only one scholarship for the student in a particular academic year subject to renewal if all conditions are fulfilled.
- The validity is at the sole discretion of the committee
- Tuition fee waiver shall be considered on a case-by-case basis for each program
- The competent authority decides the mode of redeeming the scholarship amount. All records of the awardee with respect to academics and behavior are thoroughly examined prior to renewal
- All the eligible student/s has to apply for the scholarship using university application forms after completion of the enrolment and/or at the time of enrolment. Scholarship applications received after the due date shall not be considered for the scholarship award selection process.
- The scholarship amount allotted for each program is on the basis of a financial balance sheet available with the scholarship selection committee. The financial status database for each academic year shall be maintained by the selection committee. Likewise, tuition fee waiver and other financial support shall be considered as per the recommendation of the scholarship selection committee.
- The list of prospective awardee list shall be created based on the overall score (in the qualifying exam, Summer school certificates, Special topical training, Participation social responsibility activities, any special recognitions, and Extracurricular Skills of the applicant.
- Any scholarship awardee who discontinued the studies has to repay the fee of completed semesters in complete and or return the scholarship amount paid as per the scholarship guidelines of the university.
- Scholarship awardee has to maintain satisfactory performance in all the semester with no backlog and maintains a model code of conduct.
- University shall have the right to utilize the scholarship awardee for promotional activities and the awardee shall be ambassador of the university.
- Scholarship application form is subject to change, as deemed appropriate, to include the refined criterion to enable effective selection process.
- No student is allowed to hold more than one scholarship at a time, irrespective of type and amount of scholarship and or study support donations.

Currently, specific scholarship as in terms of tuition fee waiver instituted by the university is as below; University provides scholarship and partial financial support under the following category. The scholarship will be considered by adjusting the tuition fee waiver for a specific period as per the university guidelines.

Currently the University is awarding the following scholarships:

- Academic scholarship
- Sports scholarship
- Defence scholarship

The University also provides assistance to eligible students to apply for Government scholarships as mandated by the competent authorities from time to time.

The scholarship will be given on the following terms and conditions:

1. The student needs to pay the provisional admission fee on or before the last date so notified
2. Semester wise scholarships are given subject to fulfillment of eligibility criteria
3. The scholarship for remaining semesters will be given if the student clears the subsequent exams with no backlog and satisfies all the other conditions as set out in the policy.

All the scholarships awarded by the university are subjected to the approval of the committee and the competent authority. The decision of the scholarship selection committee is final.

