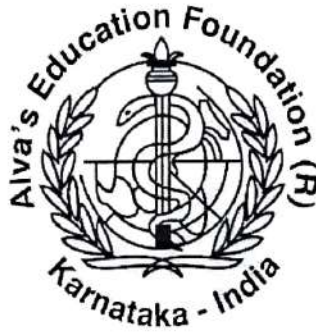


**Alva's Institute of Engineering & Technology,
Moodbidri**



POLICY ON SCHOLARSHIP/FEE CONCESSION

VERSION 1.1

June 2016

Document Number: AIET/CHTVT – 05

Change history:

Sl. No.	Date	Section No.	Change Description	Reason for Change	Section Revision No.	Current Document Version No.
1	14 Jun 2013	-	-	-	-	1.0
2	20 Jun 2016	5	Formation of Committee	Committee to streamline to process	1.0	1.1

Date of release by IQAC: 20 Jun 2016

Prepared by	Reviewed by	Approved by
Prof. Praveen J Prof. Parveez Shariff B G Prof. Manjunath Kotari	Dr. Peter Fernandes	GC Members
Date: 24 May 2016	Date: 06 Jun 2016	Date: 18 Jun 2016

POLICY ON SCHOLARSHIP/FEE CONCESSION

1. PURPOSE:

The policy is issued to provide a framework to apply for Government/ Non-Government/ institutional scholarships by the students. Alva's Institute of Engineering & Technology (AIET) is always been financially supportive for the outperforming students in academics, sports and cultural. Institute provide assistance for students to apply for Government/Non-Government scholarship and institute also provided financial support for the students belonging to financially weaker sections of the society and North eastern region.

2. DEFINITIONS:

“OBC” means other backward class.

“SC/ST” means scheduled caste/scheduled tribe.

“Meritorious Student” means student scoring more than 95% in pre-university exam in any state of India.

“Exceptional in sports” means student obtained medals at National/State level sports or student participated in National/State level sports.

“Exceptional in cultural” means student participated in National level cultural festivals or recognized by performance at the state level.

“EWS” means Economically Weaker Section, student's parent annual income is less than an average.

“NER” means North Eastern Region, student from North Eastern Region of India (the 07 NER States).

“Alva's PU Student” means student completing pre-university exam from Alva's PU College.

“KEA” means Karnataka Examination Authority

“AEF” means Alva’s Education Foundation (R), Moodbidri.

3. SCOPE:

Alva’s Institute of Engineering and Technology (AIET) provides orientation towards various scholarship schemes available for students under various categories from Government/ Non-Government/ institutional scholarships schemes.

Alva’s Institute of Engineering and Technology (AIET) is committed in providing quality education to individuals stemming from various socio-economic, cultural and religious backgrounds. The institute through its policy aims to provide necessary support to students by well-structured mechanism. This policy also briefs about the Institutional financial support provided to UG & PG students who are meritorious, exceptional in sports and cultural, socio-economic and from North eastern region.

4. POLICY:

(Section 4 (a) deals with the scholarship schemes from government/non-government bodies, further sections deal with institutional scholarship/fee concession schemes)

- a. Institution will provide the notification to the students about the various government/non-government scholarship schemes viz., OBC, SC/ST, Minority, SDM Trust, Jindal Trust, Community fellowships etc.
- b. Students who have completed their Pre-University Education/12th in any college with 95 percentage and above can avail the scholarship/fee concession under meritorious section.
- c. Students who have completed their Pre-University Education in colleges under Alva’s Education Foundation (AEF) are eligible for concession in fees (*ref. Table 1.*), as per academic grade secured in exams conducted by Department of Pre University Education, Karnataka.

**Table 1. AIET institution scholarship scheme:
Fee Concession for Students of ALVA's PU College**

Sl. No.	Description	Fees Concession
1.	ALVA's PU COLLEGE students passing with score > 80 %	CET fees as per Karnataka Examination Authority (KEA)
2.	ALVA's PU COLLEGE students passing with score < 80 %	Concession of INR 10,000 per year

- d. Students who have completed their Pre-University Education in any other colleges are eligible for scholarship/fee concession as per table 2, under sports, cultural, EWS and NER Scheme.

**Table 2. AIET institution scholarship scheme:
Fee Concession for Students of any other PU College**

Sl. No.	Description	Fees Concession
1.	AIET ADOPTION SCHEME: Students excelling in PU education from any other PU College in India and have exhibited exceptional talent in co-curricular & extracurricular activities (viz., Sports, Cultural etc.)	Full waiver of Fees
2.	AIET EWS SCHEME: Students from Economically Weaker Section (EWS)	Management approves concession on fees on case by case basis
3.	AIET NORTH-EAST SCHEME (NER): Students from North East Region of India.	

5. COMMITTEE COMPOSITION & RESPONSIBILITY

- The Institution forms the scholarship committee at the begin of the academic year to scrutinize the non-government scholarship application.
- The committee should be composed of following members:

Sl. No.	Members	Designation
1.	Principal	Chairman
2.	Senior Faculty	Coordinator
3.	Administrative Officer	Member
4.	Senior Faculty	Member (Minimum 03 members)
5.	Finance Officer	Member

- c. The committee decided the total scholarship amount to be given for the respective academic year.
- d. The committee scrutinize the applications and prepare the recommendation list as applicable in the policy (clause 4).
- e. The recommendation list has to be approved through Governing Council.


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 Major, MOODGURU - 574 225, D.K.

STANDARD OPERATING PROCEDURES (SOP)

The institute through its policy aims to provide necessary financial support to the needy students by well-structured mechanism. The scholarship section in the office act as bridge between the students and organization providing scholarship. In this regard, the scholarship section shall:

1. Notify the students about the Government / Non-Government/ institutional scholarships available viz., OBC, SC/ST, Minority, SDM Trust, Jindal Trust, Community fellowships etc, and procedure to apply.
2. Notify the students about the institutional scholarship at the time of admission, eligible students can apply for the same in the format given in annexure –I.
3. Collect the filled scholarship applications from the students and are to be processed.
4. Forward or guide students to send processed application to concerned agency to get the financial support.
5. Display the list of scholarship beneficiaries in notice boards.
6. Handle any grievance in this regard.

Role of Scholarship Committee

1. The Scholarship committee has to decide the total scholarship amount and the number of student to which scholarship to be provided in the respective academic year.
2. The committee should scrutinize the application based on meritorious/EWS/etc as per policy.
3. The committee shall prepare the list of students with the amount to be wavier off from the college fees.
4. The recommendation list has to be approved by the governing council (GC) before it is made available to the students.
5. The GC approved list has to be circulated to office section, finance section and to academic section.


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10/12/2023
10/12/2023
10/12/2023

Annexure – I: Institutional Scholarship/Fee Concession form

(a) For UG Students



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

A Unit of Alva's Education Foundation (R)
(Affiliated to Visvesvaraya Technological University, Belagavi)
Approved by AICTE, New Delhi & Recognised by Government of Karnataka)
Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.
Phone: 08258-262724 (O), 262725 (P), Telefax: 08258-262726
Email: principalaiet08@gmail.com, Web: www.aiet.org.in

CHHAATRAVRTTI- INSTITUTIONAL SCHOLARSHIP FORM

(Policy Number – AIET/CHTVT – 05)

Scholarship Scheme	Alva's PU	Adoption	REC	EWS	North - East
Tick [✓]					
PERSONAL DETAILS					
Student Name:					Paste Photo
Father Name:					
Mother Name:					
Address:					
Student Contact No.	Father & Mother Contact No.:				
Email ID:	Email ID:				
Father Occupation:	Mother Occupation:				
Father Income (in lakhs):	Mother Income (in lakhs):				
EDUCATION DETAILS					
Name of PU College:	PUC Percentage:				
Address:	Tick [✓]	PCMB	PCMC	PCME	PCMS
Name of Higher Secondary School:	SSLC Percentage:				
Address:	Medium [✓]	English	Kannada	Hindi	Other

Reason for applying for Chhaatravrtti:

DOCUMENTS NEED TO BE FURNISHED:

1. Aadhar copy of student
2. Aadhar copy of parents/guardian
3. Income certificate of parents
4. SSLC marks card copy
5. PU marks card copy

Declaration by student:

I _____ son/daughter/ward of _____ hereby declare
that, all the information and document provided are true as per best of my knowledge.

Date:

Signature

Place:

<u>MANAGEMENT SCHOLARSHIP 2020-21</u>			
TO BE FILLED BY OFFICE			
USN	Name of the Student	Quota	Branch
FEES DETAILS			
Year	Total Fees	Concession	After Concession
I YEAR			
II YEAR			
III YEAR			
IV YEAR			
Total			

(b)For PG Students



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 Email: principalaiet08@gmail.com, Web: www.aiet.org.in

CHHAATRAVRTTI- INSTITUTIONAL SCHOLARSHIP FORM

(Policy Number – AIET/CHTVT – 05)

Scholarship Scheme	Alva's College	Adoption	REC	EWS	North - East
Tick [✓]					
PERSONAL DETAILS					
Student Name:					Paste Photo
Father Name:					
Mother Name:					
Address:					

Student Contact No.	Father & Mother Contact No.:	
Email ID:	Email ID:	
Father Occupation:	Mother Occupation:	
Father Income (in lakhs):	Mother Income (in lakhs):	
EDUCATION DETAILS		
Name of Degree College:	Degree Percentage:	
Address:	Degree Specialization	
Name of PUC:	PUC Percentage:	
Address:	PUC Specialization	
Reason for applying for Chhaatravrtti:		
DOCUMENTS NEED TO BE FURNISHED:		
1. Aadhar copy of student 2. Aadhar copy of parents/guardian 3. Income certificate of parents 4. PU marks card copy 5. Degree marks card copy		
Declaration by student: I _____ son/daughter/ward of _____ hereby declare that, all the information and document provided are true as per best of my knowledge. Date: _____ Signature Place: _____		

MANAGEMENT SCHOLARSHIP 2020-21**TO BE FILLED BY OFFICE**

USN	Name of the Student	Quota	Branch

FEES DETAILS

Year	Total Fees	Concession	After Concession
I YEAR			
II YEAR			
III YEAR			
IV YEAR			
Total			

**Signature
Principal****Signature
Administrative Officer****Signature
Finance Officer****Signature
Managing Trustee****Note:**

1. Total fees includes Tuition & Other fees, as per fee structure 2020-21.
2. Re-approval is required from management if become year back.
3. Management have all the right to revoke this order at any time