



GOVERNMENT OF WEST BENGAL



OFFICE OF THE PRINCIPAL
Maulana Azad College

8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
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Student Support Cell
POLICY DOCUMENT

The following resolutions are being undertaken in the meeting held on 16.7.2018. in the Student Support Cell Room (ground floor) at 1.00 p.m. regarding the proposals of scholarships/ freeships/ any financial assistance and welfare measures for students of the college:

Scheme I: Annual Prize Distribution to 20 UG (Hons.) and 3 PG toppers shall be continued.

Eligibility:


- Toppers in the University examination (after the final semester) in UG (Hons.) and in PG departments.
- In case there is more than one student securing the highest marks in any department, all the joint toppers will be awarded prizes.

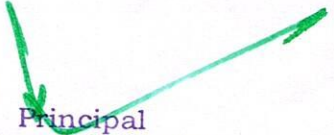
Value of prize: Rs. 1000/- along with certificate and medal.

Date of commencement: 5th of September every year.

The prizes will be handed over by anyone/more of the following distinguished people:

- President of the Governing Body of the college
- President of the Alumni Association
- Any eminent academic person


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Scheme II: One-time Institutional Scholarship for Extraordinary Achievements.

Eligibility:

- Students of the PG levels in college who qualified in NET/SET/CAT etc., immediately after completion of final examination and joined in reputed institution/organization etc.
- Students who completed their Bachelors/Masters Degree from this college and received gold-medal/extraordinary fellowships at reputed institutes for Ph.D./ admission in PG course/ offer letter from reputed national/ international organizations.
- Students who received exemplary recognition/ awards for cultural accomplishments/ sports.
- Special contribution to social/ community work/ welfare at the personal level/ emergency basis welfare.

Amount of scholarship: Rs. 5000/- at the most.


- ❖ Number of achievers: not more than 10 (ten).
- ❖ Date: At the time of Induction Programme every year.
- ❖ Achievers will be selected by the following **Panel of Judges:**

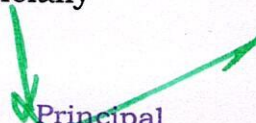
- Prof. (Dr.) Tapan Kumar Kapha, HoD, Chemistry
- Dr. Dipak Kumar Som, HoD, Zoology
- Prof. (Dr.) Santanu Ghosh, HoD, Economics
- Dr. Keshab Chandra Sinha, HoD, Commerce
- Dr. Dabir Ahamed, HoD, Urdu
- Prof. Parimal Bhattacharya, HoD, English

Scheme III: One-Time Institutional Scholarship for girl students.

Eligibility:

- Academically sound but financially weak.
- First-generation learners.
- Outstanding in extra-curricular activities/ sports but financially


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weak.

- ❖ Scholarship may be given on the basis of the student's requirements. Final decision will be taken by the Principal and by the Student Support Cell members.
- ❖ Students will be intimated about this scheme via the college website.
- ❖ Scholarship amount: Rs. 5000/- or as per requirement, whichever is less.


Scheme IV: One-Time Institutional Scholarship for the categories of SC, ST and OBC.

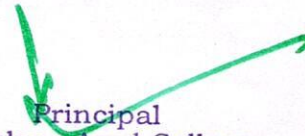
Eligibility:

- Not received government / private scholarships.
 - Severe economic impoverishment despite receiving grants.
 - Boarders of College Hostel or private hostels/ living in Paying Guest accommodations/ outstation students living on their own.
- ❖ Scholarship amount: Rs. 5000/- or as per requirement, whichever is less.

Scheme V: Institutional Scholarship and other facilities for the category of the Students with Disabilities/ PH.

- The college authority will provide lift facility.
- Students will be intimated about the scholarship via the college website.
- Applications seeking aid must contain details of the amount sought, head of expenses and reasons for availing them along with a Family Income Certificate (to be issued by an elected representative in the local administrative body). The student must clearly mention their department, semester, email ID and WhatsApp number.
- Applications may be submitted to the Head of the Department/ in a drop-box/ mailed to the Student Support Cell.


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- A drop-box will be set up in the Students' Section for submission of applications seeking aid. Proper instructions will be pasted on the drop-box. It will be emptied once a week.
- The Head of the Department of the applicants will verify and forward the applications to the committee.

Scheme VI: Institutional scholarship for needy students if he/she is unable to pay the required amount necessary for Study Tour/ Excursion/ Field Trip.


- Financial Assistance may be given on the basis of the student's requirements. Final decision will be taken by the Principal and by the concerned committee members.
- To be provide once per semester.
- Study Tour/ Excursion/ Field Trip must be part of the curriculum.
- Scholarship amount: Rs. 5000/- or as per requirement, whichever is less.


Scheme VII: Freeship to any economically weak student of the UG/ PG levels in the form of Full/ Half-Tuition Fee Waiver.

- ❖ Notification for the application for freeship has been generally issued between 15th Nov and 15th Feb (of the next year) each year/ after registration.

Eligibility:

- Severe economic impoverishment despite receiving grants.
- Boarders of College Hostel or private hostels/living in Paying Guest accommodations/outstation students living on their own.
- Students of any dept. / course/ semester can apply.


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- Students whose annual family income is less than Rs. 24,000 are eligible for full-freeship and students whose annual family income is more than that are eligible for half-freeship, in accordance with the **G.O. No. 272-Edn (T)/ 10M-06/2010, dated 1.7.2011.**
- A proper income certificate is to submitted issued by any officer of the State Govt. in the rank of BDO/above in the district/ their equivalent counterparts (Group A Officer) elsewhere.

Scheme VIII: To facilitate application for and verification of existing Govt. Scholarships like Kanyashree, Swami Vivekananda Merit Cum Means Scholarship etc.

- Eligibility: As per government policy: Kanyashree (**G.O. No. 3270-SW/3W-37/2013 dated 8.10.2013.**), SVMCM (**G.O. No. 24(11)-Edn/M&MS-05/2008 dated 20.10.2016.**)
- Details of eligibility, date of application to be conveyed through the Student Support page of the college website.

Scheme IX: Special Training Programmes for Girl Students.


- On regular basis Self-Defence Training for girl students.
- Self-Financed Vocational Training Certificate Courses on Acting/ Painting/ Art and Craft etc.


Fees: to be decided on the basis of applications received.

Day: Saturday.

Scheme X: Sensitization & Motivational Programmes for Students.

- Motivational, Career-Oriented Lectures and Sensitization Programmes in different fields.


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- Counselling Facility for students, at least twice a week.
- Capacity-Building programme.

Scheme XI: Institutional freeship /scholarship/ stipend for college hostel-boarders.

- Scholarship amount: Rs. 5000/- or as per requirement, whichever is less.
- Students in extreme economic distress are eligible for freeship with regard to hostel boarding expense.

Scheme XII: Special Financial Assistance for Medical exigency/emergency.

- Financial Assistance amount as per actual requirement on recommendation.

Aditi Basu
Associate Professor
Maulana Azad College
Kolkata

P. Chakrabarty
Jt. Conveners
Assistant Professor
Maulana Azad College
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Convenor
Maulana Azad College
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[Signature]
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Committee members:

Laxmi Narayan Das
Assistant Professor
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Md. Manzar Hussain

Assistant Professor
Maulana Azad College
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