



# **POLICY FOR FINANCIAL ASSISTANCE TO STUDENTS**



## **1. INTRODUCTION**

Good education is a basic human right which has an immense power to transform. It is the foundation on which rests the cornerstones of freedom, democracy and sustainable human development.

IIS (deemed to be University) is an institution known for offering an exceptional student experience in a rich and dynamic learning environment. We believe that students should get access to high quality higher education irrespective of their caste, creed, economic background, or gender. Therefore, we are continuously striving to create a transformative educational experience for students, which is focused on deep disciplinary knowledge; problem solving; leadership, communication, and interpersonal skills along with personal health and well-being. It is one of our core goals to ensure quality higher education as it is the most essential gift that we can give to our future nation builders. In our pledge to enhance access to high quality higher education for meritorious students, hailing from various sections of the society, the university has instituted various financial assistance schemes that shall enable the students to meet their highest potential.

The University offers financial aids in the form of Freeships, Scholarships and Fellowships along with Endowment Awards to incentivize and encourage the students to achieve highest academic excellence. Along with the above mentioned incentives, the university also offers financial support to Students and faculty members to initiate Research Projects in different areas of their choice.

Besides these the university also has the provision to provide travel and other support to its students and Faculty members to attend various academic, co-curricular and extra-curricular events at the state, National and International levels. Financial assistance is offered to various departments for organising National and International level Conferences, Seminars, Workshops and Symposia. Along with this, the university also provides assistance to the faculty members for attending International Conferences, Seminars, Workshops and Symposia and presenting their research papers, abroad.



For each category of support, the selection is based on Merit-cum-need by the Selection Committee.

This policy document specifies the rules, guidelines and regulations that will govern the different schemes of financial assistance. The details and specifications of various schemes of Freeships, Scholarships, Fellowships and Endowments are further elaborated here under:

### **Types of Financial Assistance:**

The University-sponsored financial assistance falls into the following main categories:

- 1.1 IISU Freeship Scheme
- 1.2 IISU Scholarship Scheme
- 1.3 IISU Fellowships
- 1.4 Endowment Awards

#### **1.1 IISU Freeship Scheme**

Keeping the ideology of making quality education accessible to all sections of the society, the University offers freeship in the form of concession in tuition fees to the enrolled students.

The following freeships are offered on yearly basis to the deserving candidates.

- 1.1.1 Freeship for the Economically Backward Class / Reserve Category
- 1.1.2 Freeship for the Specially abled/ Physically Challenged
- 1.1.3 Freeship to the ward of an employee of IIS Institutional Network
- 1.1.4 Freeship to the ward of Defence Personnel

#### **1.1 (a) Courses / Programs Covered under the Scheme:**

All approved undergraduate and post graduate programs offered at IISU.

#### **1.1 (b) General Conditions:**

- All such students who have taken admission in the university are eligible to apply for freeship in one of the schemes as per their eligibility.
- The applications will be invited and accepted every year, tentatively in the month of July.



- The last date for submitting the application is September 24<sup>th</sup> each year by 16:00 hrs. Any extension in this deadline if felt necessary due to special circumstances, shall be notified on the University Website and Notice Board.
- A committee will be constituted (Constitution given below) by the Chancellor for a period of two years to scrutinize the applications received by the university and recommend the deserving and eligible cases for sanction of full freeship/ part freeship.
- The list of selected candidates shall be displayed on the notice board and the full/ half tuition fees will be reimbursed to the selected candidates through cheques drawn in their name or by transfer of amount in their bank account.
- The student should not have been availing financial assistance for meeting the cost of the programme of study under any other scheme of any other Agency / Govt. In this regard, student will be required to submit an affidavit as per Annexure-"VIII".
- Financial assistance is limited to the duration of one year. Further, a student needing additional time to complete credits (including those who repeat the first/second year) will not get any financial assistance in the repeat year and beyond.
- If at any stage, it is found that the applicant has submitted wrong or false information then the recipient student will refund the entire amount forthwith along with penal interest @ 10% from the date of credit of amount to her bank account to the university till the date of refund. In case the candidate does not refund the amount along with the interest, to the university may initiate criminal proceedings against the recipient student and his/ her parents.
- In case a student leaves the institution in between the session or after completion of one year, he/she shall be liable to payback the entire amount. The Transfer Certificate and/or the original documents will be issued only after the aforementioned payment is successfully done.
- IISU will make funds available up to the number of students recommended by the Selection Committee for financial assistance. However, depending upon availability of funds and priority to support deserving candidates, the management may restrict the number of beneficiaries for grant of financial



assistance. In such a case the Selection Committee will decide the students who may be granted financial assistance within the maximum number decided by the management. Mere submission of application or recommendation by the concerned authority will not entitle the student, the right of financial assistance under the Scheme and the decision of the Honourable Chancellor in this regard will be final and binding.

### **1.1 (c) Renewal Policy**

- The beneficiary student will be eligible to apply again for the Freeship in the next session when the new session commences.
- A student, in case is found involved in any kind of indisciplinary activity, will not be eligible to seek renewal of the freeship.
- The student needs to submit Annexure VII, duly signed by the Dean of the faculty.
- The grant of renewal of the freeship in the subsequent year of study is based on the academic performance along with the attendance record of the preceding year.
- A student, who fails in any subject during the course of his/her studies, will not be eligible to apply for renewal of freeship or sanction of financial assistance.

### **1.1 (d) Selection Committee**

The Selection Committee consists of the following Members:

<b>Members</b>	<b>Designation</b>
Vice Chancellor	Ex officio Chairperson
Dean, Students' Welfare and Activities	Convener
Two Senior Professors nominated by the Chancellor for a period of two years.	Members

Further details and specifications of the different types of Freeships are mentioned hereunder:



### **1.1.1 (a) Freeship for the Economically Backward Class**

In order to make education accessible to the financially/socially weaker sections of the society, the university has instituted this Freeship. Under this Scheme the University will fully or partially reimburse the tuition fee paid by the students belonging to economically weaker sections of the society.

The extent of remittance will be as follows:

- 100% tuition fee of the meritorious students securing 95% and above marks in their last qualifying examination.
- 75% of the tuition fee of the students securing marks between 80% and 94% in their last qualifying examination.
- 50% of the tuition fee of the students securing marks between 75% and 79% in their last qualifying examination.
- 25% of the tuition fee of the students securing marks between 60% and 74% in their last qualifying examination.

#### **Eligibility Criteria:**

The eligibility criteria for applying under this scheme shall be as follows:

- The student should have been enrolled in one of the under graduate or post graduate programmes offered by the University.
- The Annual Family Income should be less than Rs. 2,00,000 per annum
- The family should be a beneficiary under the National Food Security Scheme
- The family should possess relevant card issued by the government such as BPL card, NFSA card etc.

#### **Process and Documentation**

A student can submit his/her application when the applications for freeship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- (ii) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (iii) Self attested copy of Aadhaar Card



- (iv) Copy of valid card issued under the National Food Security Scheme or BPL card Or Copy of valid annual family income certificate issued by the SDM/competent authority.
- (v) A declaration, as per Format at Annexure-"VIII", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

### **1.1.1(b) FREESHIP FOR THE RESERVED CATEGORY STUDENTS (Non-Creamy Layer)**

The university has instituted this Freeship for the students belonging to the Reserved Category i.e. Scheduled Caste (SC), Scheduled Tribe (ST) and Other Backward Classes- Non-Creamy Layer (OBC). Under this Scheme the University will fully or partially reimburse the tuition fee paid by the students belonging to economically weaker sections of the society.

The extent of remittance will be as follows:

- 100% tuition fee of the meritorious students securing 95% and above marks in their last qualifying examination.
- 75% of the tuition fee of the students securing marks between 80% and 94% in their last qualifying examination.
- 50% of the tuition fee of the students securing marks between 75% and 79% in their last qualifying examination.
- 25% of the tuition fee of the students securing marks between 60% and 74% in their last qualifying examination.

### **Eligibility Criteria:**

The eligibility criteria for applying under this scheme shall be as follows:

- The applicant should have been enrolled in one of the under graduate or post graduate programmes offered by the University.
- The applicant should belong to SC/ ST or OBC (Non Creamy Layer).
- The applicant should possess relevant Government issued certificate pertaining to their category.





- **Process and Documentation**

A student can submit his/her application in the prescribed format when the applications for freeship are invited by the university through a notice uploaded on the website or put up on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- (ii) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (iii) Self attested copy of Aadhaar Card
- (iv) Copy of valid Caste certificate issued by the SDM/competent authority not below the Rank of Tehsildar.
- (v) An Income declaration by the parents/guardians/own stating definite income from all sources of last financial year.
- (vi) Non Creamy layer Certificate for OBC Candidates issued by the SDM/competent authority.
- (vii) A declaration, as per Format at Annexure-"VIII", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

### **1.1.2 Freeship for the Specially abled/ Physically Challenged**

In order to make education accessible to the Specially Abled/ Physically Challenged, the university offers this Freeship with the objective to provide financial assistance to the differently - abled students to enable them to pursue degree and/or post graduate level programmes and get employed / self - employed.

The extent of remittance will be as follows:

- 100% tuition fee of the meritorious students securing 95% and above marks in their last qualifying examination.
- 75% of the tuition fee of the students securing marks between 80% and 94% in their last qualifying examination.
- 50% of the tuition fee of the students securing marks between 75% and 79% in their last qualifying examination.





- 25% of the tuition fee of the students securing marks between 60% and 74% in their last qualifying examination.

### **Eligibility Criteria:**

The eligibility criteria for applying under this scheme shall be as follows:

- The student should have been enrolled in one of the under graduate or post graduate programmes offered by the University.
- This Freeship will be made available for the candidates with at least 40% disabilities certified by the competent medical authority as per definition under Persons with Disabilities Act 1995.

### **Process and Documentation**

A student can submit his/her application when the applications for freeship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- (ii) Attested Copy of the Disability Certificate duly attested by a gazetted officer.
- (iii) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (iv) Self attested copy of Aadhaar Card.
- (v) A declaration, as per Format at Annexure-"VIII", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

### **1.1.3 Freeship to the Ward of an Employee of IIS Institutional Network**

The university offers this Freeship to the wards of the IIS network employees.

The extent of remittance will be as follows:

- 100% tuition fee of the meritorious students securing 95% and above marks in their last qualifying examination.
- 75% of the tuition fee of the students securing marks between 80% and 94% in their last qualifying examination.
- 50% of the tuition fee of the students securing marks between 75% and 79% in their last qualifying examination.



- 25% of the tuition fee of the students securing marks between 60% and 74% in their last qualifying examination.

#### **Eligibility Criteria:**

- The student should have been enrolled in one of the under graduate or post graduate programmes offered by the University.
- Candidate should be a ward of an employee of IIS Institutional Network

#### **Process and Documentation**

A student can submit his/her application when the applications for freeship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- (ii) Copy of Appointment Letter issued to the employee of the IIS Institutional Network i.e. the parent(s) of the candidate.
- (iii) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (iv) Self attested copy of Aadhaar Card
- (v) A declaration, as per Format at Annexure "VIII", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

#### **1.1.4 Freeship to the Ward of Defence Personnel**

In a humble endeavour of the institution in recognizing the contribution of the serving and retired defence personnel and as a goodwill gesture to the family of martyrs, the university offers this freeship to the wards of the Central Armed Police Forces, Border Security Forces, Assam Rifles and Defence Forces.

The extent of remittance will be as follows:

- 100% tuition fee of the meritorious students securing 95% and above marks in their last qualifying examination.
- 75% of the tuition fee of the students securing marks between 80% and 94% in their last qualifying examination.



- 50% of the tuition fee of the students securing marks between 75% and 79% in their last qualifying examination.
- 25% of the tuition fee of the students securing marks between 60% and 74% in their last qualifying examination.

### **Eligibility Criteria:**

The eligibility criteria for applying under this scheme shall be as follows:

- The student should have been enrolled in one of the under graduate or post graduate programmes offered by the University.
- Candidate should be a ward of the above mentioned defence personnel.
- The candidate should possess the Service Certificate of his/her parent as Defence Personnel, issued by the (Head of Office) H.O.O in case of the serving personnel as per Annexure "II" or copy of PPO along with Discharge Certificate in case of a retired person.

### **Process and Documentation**

A student can submit his/her application when the applications for freeship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- (ii) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (iii) Self attested copy of Aadhaar Card
- (iv) Service Certificate of the parent as defence personnel issued by the (Head of Office) H.O.O in case of the serving personnel as per Annexure "II" or a Copy of PPO along with Discharge Certificate in case of a retired defence personnel.
- (v) Any other relevant documentation.
- (vi) A declaration, as per Format at Annexure-"VIII", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

## **1.2 IISU Scholarship Scheme**



IIS (deemed to be university) is proud to honour academically talented and skilled students who have exceptional achievements in the fields of Academics, Sports, Research and Extra-Curricular activities and/or have represented the institution at national and international platforms.

The following Scholarships are offered on yearly basis to the deserving candidates.

1.2.1 IISU Merit Scholarship

1.2.2 Scholarship for Elite Sports person

1.2.3 Scholarship for excellence in Extra-Curricular and Co-Curricular Activities

1.2.4 Post Graduate Scholarship for Single Girl Child

### **1.2 (a) Courses / Programs Covered under the Scheme:**

All approved undergraduate and post graduate programs offered at IISU.

### **1.2 (b) General Conditions:**

- All such students who have taken admission in the university are eligible to apply for scholarship in one of the schemes as per their eligibility **except** the students who have availed freeship under any category.
- The applications will be invited and accepted every year, tentatively in the month of July.
- The last date for submitting the application is September 24<sup>th</sup> each year by 16:00 hrs. Any extension in this deadline if felt necessary due to special circumstances shall be notified on the University Website/ Notice Board.
- A committee will be constituted (Constitution given below) by the Chancellor for a period of two years to scrutinize the applications received by the university and recommend the deserving and eligible cases for the approval of the Chancellor.
- The student should not have been availing financial assistance in any form for meeting the cost of the programme of study under any other scheme of any other Agency / Govt. In this regard, student will be required to submit an affidavit as per Annexure-“IX”.



- The scholarship is limited to the duration of one year. Further, a student needing additional time to complete credits (including those who repeat the first/second year) will not get any assistance in the repeat year and beyond.
- If at any stage, it is found that the applicant has submitted wrong or false information then the recipient student will refund the entire amount forthwith along with penal interest @ 10% from the date of credit of amount to her bank account to the university till the date of refund. In case the candidate does not refund the amount along with the interest, to the university may initiate criminal proceedings against the recipient student and his/ her parents.
- Incase a student leaves the institution in between the session or after completion of one year, he/she shall be liable to payback the entire amount. The Transfer Certificate and/or the original documents will be issued only after the aforementioned payment is successfully done.
- IISU will make funds available up to the number of students recommended by the Selection Committee for financial assistance. However, depending upon availability of funds and priority to support deserving candidates, the management may restrict the number of beneficiaries for grant of financial assistance. In such a case the Selection Committee will decide the students who may be granted financial assistance within the maximum number decided by the management. Mere submission of application or recommendation by the concerned authority will not entitle the student, the right of financial assistance under the Scheme and the decision of the Honourable Chancellor in this regard will be final and binding.

### **1.1 (c) Renewal Policy**

- The beneficiary student will be eligible to apply again for the scholarship in the next session when the new session commences.
- A student, in case is found involved in any kind of indisciplinary activity, will not be eligible to seek renewal of the scholarship.
- Also the student needs to submit Annexure IV, duly signed by the Dean of the faculty.



- The grant of renewal of the scholarship in the subsequent year of study is based on the academic performance along with the attendance record of the preceding year.
- A student, who fails in any subject during the course of his/her studies, will not be eligible to apply for renewal of freeship or sanction of financial assistance.

### **1.1 (d) Selection Committee**

The Selection Committee consists of the following Members:

<b>Members</b>	<b>Designation</b>
Vice Chancellor	Ex officio Chairperson
Dean, Students' Welfare and Activities	Convener
Two Senior Professors nominated by the Chancellor for a period of two years.	Members

Further details and specifications of the different types of Scholarships are mentioned hereunder:

#### **1.2.1 IISU Merit Scholarship**

The IIS (deemed to be university) has instituted this scholarship for all those students who excel in academics in order to recognize and appreciate their efforts. Eligible candidates from Semester I and II/ Semester III and IV are given a trophy, Certificate of Merit and a cash prize of Rs. 2100 (first position) and Rs. 1500 (second position).

#### **Eligibility Criteria:**



The list of selected candidates shall be displayed on the notice board and will be awarded at the Annual Function.

### **1.2.2 Scholarship for Elite Sportsperson**

The university instituted this One-time Scholarship for the students who have excelled in sports and have won laurels at the International and National levels on the recommendation of the Sports Board.

#### **Eligibility Criteria:**

The eligibility criteria for applying under this scheme shall be as follows:

- The student should have been enrolled in one of the Undergraduate/Postgraduate/M.Phil/PhD programmes offered by the University.
- Candidate should be a certified National or International level player and for other categories as specified in the table given above.
- The student should possess relevant certification issued by either Sports and Games Federation or their respective sports federation at national level.

#### **Process and Documentation**

A student can submit his/her application when the applications for scholarship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets from 10<sup>th</sup> std till the last qualified examination)
- (ii) Copy of the certifications received at National and International Level and for other categories from the competent authority.
- (iii) Certification issued by Sports and Games Federation.
- (iv) Letter of Recommendation by the Secretary of the Sports Board.
- (v) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (vi) Self attested copy of Aadhaar Card
- (vii) A declaration, as per Format at Annexure-"IX", by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.





### **1.2.3 Scholarship for Excellence in Extra-Curricular and Co-Curricular Activities**

The university instituted this Scholarship for the students who have showcased their prowess in extra-curricular and Co-Curricular activities.

#### **Process and Documentation**

A student can submit his/her application when the applications for scholarship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets from 10<sup>th</sup> std till the last qualifying examination)
- (ii) Self attested copy (s) of certifications received showing achievements in the field.
- (iii) Letter of Recommendation by the Dean, Student Activities' and Welfare.
- (iv) Self attested copy of a student's bank passbook which is Aadhaar seeded.
- (v) Self attested copy of Aadhaar Card

### **1.2.4 Post Graduate Scholarship for Single Girl Child**

The university instituted this Scholarship for the Single Girl Child enrolled under the Post Graduate Program in the University.

#### **Eligibility Criteria:**

Under this Scheme the University will provide one-time financial assistance of Rs. 5000/- and the eligibility criteria for applying under this scheme shall be as follows:

- The student should have been enrolled in one of the post graduate programmes offered by the University.
- The student should have secured 80% and above in their Under Graduate Programme.
- Age limit: Girl students up to the age of 30 years at the time of admission in first year of PG courses are eligible.
- Candidate should be a Single Girl Child i.e. the only child of the family and has to submit an Undertaking as per Annexure "I".



## **Process and Documentation**

A student can submit his/her application when the applications for scholarship are invited by the university through a notice uploaded on the website or put on the notice board, for each year of the Course / Program in the prescribed format along with the following documents:

- (i) Academic records (Self attested copy of certificates and Mark sheets from 10<sup>th</sup> std till under graduate level.)
- (ii) A declaration, as per Format at Annexure-“I”, by the student affirming that she is a Single Girl Child duly certified by her parents and if this proves otherwise, then she is may be penalised.
- (iii) Self attested copy of a student’s bank passbook which is Aadhaar seeded.
- (iv) Self attested copy of Aadhaar Card
- (v) A declaration, as per Format at Annexure-“IX”, by the student affirming that no financial support has been availed / is being availed from any other Scheme for meeting the cost of education for the course / program.

### **1.3 IISU Fellowship Scheme**

IIS University has instituted this scheme for the research scholars pursuing PhD Programme in the following faculties:

- a. Arts and Social Sciences
- b. Commerce and Management
- c. Science

#### **1.3 (a) General Conditions:**

- The fellowship is awarded for a period of two years, initially for a period of one year and renewed for the subsequent year based on the research achievements. The concerned department will monitor the progress of the fellow continuously. Further extension beyond two years is not permissible beyond total tenure of two years.
- The selected candidates shall be awarded financial assistance of Rs.6, 000/- p.m.
- The applications will be invited by the Research Promotion Committee/ Research Section of the University.



- Applications received from the candidates will be screened and the cases of eligible candidates will be placed before the Research Promotion Committee constituted by the Honourable Chancellor.
- The fellow should not hold/accept any other position, paid or otherwise, or receive emoluments, salary, stipend, honorarium etc. from any other source during the tenure of fellowship.
- The fellowship is granted on Need cum merit basis
- Selection will be made through interview, wherein due weightage will be given to the academic achievements of the candidate.
- The total annual income of the candidate/ parents or any other financial source of the candidate is also taken into consideration for deciding merit of the candidate.
- For merit considerations, the 'Academic Index' of the candidates will be calculated giving weightage to the marks obtained in the Masters' degree examination in the subject and performance in the Ph.D. course work (or M.Phil Examination in the subject) in the following Proportion:

a)	Master's degree Exam.	40%
b)	Ph.D. course work/M.Phil Examination	60%

- Marks will be awarded towards Research contributions and achievements of the candidate.
- Merely fulfilling the eligibility criteria may not entitle a candidate for being called for interview.
- The formal letter will be issued only after submission of essential documents.
- The students awarded fellowship by the University will be required to take 6 to 12 classes per week at undergraduate level and would be required to stay full time in the University for pursuing research work. For this purpose their attendance will be maintained in the respective departments.
- At the end of every month, the research scholar will be required to submit a scholarship bill duly forwarded by the supervisor and Head of the Department to the office of research section for arranging payment of the fellowship.
- IISU will make funds available up to the number of students recommended by the Selection Committee for financial assistance. Depending upon availability of



funds and priority to deserving candidates the management may restrict the number of beneficiaries for grant of financial assistance. In such a case the Selection Committee will decide the students who may be granted financial assistance on merit basis. Mere application or recommendation by the concerned authority will not entitle the student, the right of financial assistance under the Scheme and the decision of the Honourable Chancellor in this regard will be final and binding.

### **1.3 (b) Eligibility Criteria:**

- Only full time Ph.D. students/research scholars, registered at IIS (deemed to be university), Jaipur are eligible for fellowship.
- The research scholars getting JRF/SRF or any other fellowship from any funding agency and those having other source of Income are **NOT** eligible for the fellowship.
- The criteria for grant of fellowship will be based on need-cum-merit.
- Only those candidates will be eligible to receive the fellowship whose parents annual income or income of self or spouse (if married) does not exceed Rs. 5.00 lacs per year

### **1.3 (c) Process and Documentation:**

- Academic records (Self attested copy of certificates and Mark sheets – from 10<sup>th</sup> class till the last qualified examination)
- Certification of Achievement/ Awards, etc related to Research work.
- Certification related to the publication of Research Papers.
- Self attested copy of a student's bank passbook which is Aadhaar seeded.
- Self attested copy of Aadhaar Card
- The Application should be duly forwarded by the Supervisor and the Head of the Department. The candidate will be required to appear for an interface before the Selection Committee constituted for the award of fellowships.
- An undertaking will also be taken from each Research scholar to the effect that he/she is not drawing JRF/SRF or any other fellowship and do not have any other source of Income. In this regard, candidate is required to submit an affidavit as per Annexure "X".



- Candidates will be required to submit Income certificate of parent (or of self and spouse, if married) from their employer (or pay slip) or from revenue officer not below the rank of a Tehsildar or a copy of Form No. 16 or Income Tax Return of the previous year.

### **1.3 (d) Renewal Policy:**

- As mentioned above that the fellowship is awarded for a period of two years, initially for a period of one year and renewed for the subsequent year based on the satisfactory research achievements.
- A student who shall fail in any subject during the coursework or performs unsatisfactorily in her Annual Report, then she will not be eligible to apply for the renewal of assistance.

### **1.3 (e) Cancellation of Award:**

The fellowship may be terminated at any time during the tenure without giving reason there for and the decision of the Honourable Chancellor in this regard shall be final and binding in case of:

- Misconduct
- Unsatisfactory progress of research work
- He/she is found ineligible at a later stage.

## **1.4 Endowment Awards**

The University has the provision of instituting Endowment Awards. Anybody from within or outside the university can donate and get an Endowment Award created as a wonderful and permanent legacy or serve as a thoughtful and lasting tribute to a loved one, friend, colleague or a favourite professor. These endowments are perpetual and give donors the opportunity to support multiple generations of students, thereby making a lasting impact on IIS (deemed to be University), academic environment.

The norms for creation of Endowment awards are as follows:

- The minimum gift to establish an endowment is Rs. 21,000 and the following number of awards shall be instituted against the payment of the following amount:

<b>Endowment Amount</b>	<b>No. Of Awards to be</b>
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	<b>instituted</b>
Rs. 21,000	01
Rs. 31,000	02
Rs. 51,000	03
Rs. 100,000	04

- Endowments are permanently invested by the University as Fixed Deposit, and a portion of the income generated by that investment is used for the purpose one wishes to support, such as, undergraduate scholarships, graduate fellowships, research, fellowships and libraries, award of gold medal for excellence in an area of study or chair in specific programs, discretionary use for benefit of students or other purposes.
- Another portion of the income is reinvested each year, enabling the endowment principal to grow & maintain its "spending power" against inflation and provide a permanent stream of income over time. The principal amount is never spent and remains intact.



*Raakhi Gupta*  
**Dr. Raakhi Gupta**  
**Registrar**

**Registrar**  
**IIS (deemed to be University)**  
**Mansarovar, Jaipur-302020**

**AFFIDAVIT  
(MUST BE ON Rs.50/- STAMP PAPER)**

I \_\_\_\_\_ daughter/wife of \_\_\_\_\_  
(father/mother name) resident of \_\_\_\_\_

\_\_\_\_\_ do hereby make oath and state as under:-

1. That the Deponent is the father / mother of  
\_\_\_\_\_ (candidate name)

2. That the deponent's daughter is a Single Girl Child of the family and there is no other male and female child in my family.

Verified at \_\_\_\_\_ on this \_\_\_\_\_ that the contents of the above affidavit is true and correct to my personal knowledge and belief.

**Place:**

**Date:**

**DEPONENT**

**Signature**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Full Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

.....

**Seal & Signature**

**(SDM / First Class Magistrate / Gazetted Officer (not below the rank of Tehsildar) or Notary Public certifying the aforesaid declaration.)**





**SERVICE-CUM-CATEGORY-CERTIFICATE**

Certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
is serving/ has served in \_\_\_\_\_ (Name of CAPFs/ AR)  
and presently posted at \_\_\_\_\_ (Name of Unit/ Estt.)/ has served till  
\_\_\_\_\_ at \_\_\_\_\_ (Name of Unit/ Estt.)  
as \_\_\_\_\_ (Last posting details).

As per service record, \_\_\_\_\_ (Name of Ward) is his/her  
dependent son/daughter, whose date of birth is \_\_\_\_\_.

She is presently studying in \_\_\_\_\_ (Name of Course &  
Year).

It is also certified that as per order of preference, she comes under Category "*Ward of Defence Personnel*" and is eligible for applying for Freeship under the Financial Assistance Policy instituted by IIS (deemed to be university), Jaipur.

**Signature** \_\_\_\_\_  
**Name** \_\_\_\_\_  
**Full Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE OF HEAD OF OFFICE**

**Designation with Official Stamp**



## Annexure III

Name of the Scholarship:

\_\_\_\_\_

### IISU SCHOLARSHIP FORM

*FOR OFFICE USE ONLY:*

Application No.	Year	Course	Whether approved

Affix a self –  
attested passport  
size photograph

### Part 1 (to be filled up by applicant)

<b>1. Full Name (In Block letters)</b>		
<b>2. Father's Name:</b>		
<b>3. Mother's Name:</b>		
<b>4. State /UT of domicile</b>		
<b>5. Address for Correspondence:</b>	Name	
	House no.	
	Mohalla/ Street	
	City/town/ Village / P.O.	
	District	
	State	
	Pin Code.	
	Telephone no, including Mobile no, if any e-mail ID ,if	



	any	
<b>6. Permanent Address :</b>	Name	
	House no.	
	Mohalla/ Street	
	City/town/ Village / P.O.	
	District	
	State	
	Pin Code.	
	Telephone no, including Mobile no, if any	
	e-mail ID ,if any	
<b>7. Date of Birth (DD/MM/YYYY)</b>		
<b>8. Gender</b>		
<b>9. Nationality :</b>		
<b>10. Religion:</b>		



**11. Details of Educational Qualification from Matriculation/ SSLC/SSC Onwards (Please enclose copies of certificates)**

<b>Examination Passed</b>	<b>University / Board /Institute / Council of Examination</b>	<b>Main Subjects</b>	<b>Year of Passing</b>	<b>Percentage Marks</b>	<b>Division / Class/ Grade</b>

**12. Details of course for which scholarship is being sought:**

(i) Name of class/ programme :	
(ii) Duration of class/ programme:	
(iii) Academic Year :	
(iv) Class /course last attended /academic Year :	
(v) Total Marks obtained and percentage in last examination :	



**13. For Renewal of Scholarship:**

Name of examination passed	Year	Marks/ Grade Obtained	Full Marks/ Points	% of marks/ SGPA/CGPA

**14. Total Annual Course fee: Rs.....**

(Break up of course fee such as tuition fee, library fee, examination fee, etc. other than refundable deposits)

S.No.	Item	Annual fee Rs.
1		
2		
3		
4		
5		
6		
7		
<b>Total</b>		

**15. Details of Bank account of the Student:**

- i. Name of the payee (as in the bank accounts) .....
- ii. Name of the bank.....
- iii. Bank Branch (full address) .....  
.....State..... District..... Pin.....
- iv. Branch Code number.....
- v. Bank Account Number .....  
(in words..... )
- vi. Type of bank Account ..... Saving /Current
- vii. MICR code of the Bank.....
- viii. Mode of Electronic transfer available in the Bank ECA/RTGS/NEFT/CBS/ code number (if any).



**16. Annual Income of parents/guardians of the students: Rs.**

(Specimen form of declaration of annual income is given as Annexure\_\_\_ to this application form which is to be signed by the parents / guardian of the student and enclosed along with the application. In the case parents / guardian are employed, income certificate from the employer be enclosed)

**17. List of Documents enclosed with the application.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

**18. Declaration:**

- (i) I hereby declare that information given above is correct
- (ii) I am not availing any other scholarship for this purpose from any other source.
- (iii) I shall abide by the terms and condition for sanction of the Scholarship for \_\_\_\_\_.
- (iv) I undertake at if, any stage, it is found to the satisfaction of the sanctioning authority at the IIS (deemed to be University), Jaipur that the information given by me is false or if I violate the terms and conditions of the scholarship, the scholarship sanctioned to me , may be cancelled and the entire amount of scholarship will be refunded by me or recovered from me, apart from such penal action as warranted by law.

**Signature of Student**

**Date:**

**Place:**



**FOR RENEWAL OF SCHOLARSHIP**

It is certified that the above mentioned student has passed the.....examination for ..... (Year) and obtained ..... % of marks. It is also certified that student has not changed either the course or programme of study. She was regular and her conduct was satisfactory.

**Signature of Dean**

**Faculty:**

**Date:**

**Place:**





**AFFIDAVIT**  
**(MUST BE ON Rs.50/- STAMP PAPER)**

**DECLARATION OF PARENTS'/GUARDIAN'S INCOME**

I \_\_\_\_\_ (Parents/guardians) of \_\_\_\_\_ (Name of the student ) who is studying in \_\_\_\_\_ hereby declare that my annual income from all sources is Rs.....(in figures) (Rupees .....)(in words) only.

If at any stage, it is found that the information given by me is false/ not true, all benefits given to the students under the scheme of "Scholarship for \_\_\_\_\_" could be withdrawn and legal action as deemed fit, may be taken against me or my ward.

**Signature**  
**(Father/ Mother /Guardian)**

**Date:**

Residential Address



Name of the Freeship:

\_\_\_\_\_

**IISU FREESHIP FORM***FOR OFFICE USE ONLY:*

Application No.	Year	Course	Whether approved

Affix a self –  
attested passport  
size photograph**Part 1 (to be filled up by applicant)**

<b>1. Full Name (In Block letters)</b>		
<b>2. Father's Name:</b>		
<b>3. Mother's Name:</b>		
<b>4. State /UT of domicile</b>		
<b>5. Address for Correspondence:</b>	Name	
	House no.	
	Mohalla/ Street	
	City/town/ Village / P.O.	
	District	
	State	
	Pin Code.	
	Telephone no, including Mobile no, if any	
e-mail ID ,if		



	any	
<b>6. Permanent Address :</b>	Name	
	House no.	
	Mohalla/ Street	
	City/town/ Village / P.O.	
	District	
	State	
	Pin Code.	
	Telephone no, including Mobile no, if any	
	e-mail ID ,if any	
<b>7. Date of Birth (DD/MM/YYYY)</b>		
<b>8. Gender</b>		
<b>9. Nationality :</b>		
<b>10. Religion:</b>		



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<b>Examination Passed</b>	<b>University / Board /Institute / Council of Examination</b>	<b>Main Subjects</b>	<b>Year of Passing</b>	<b>Percentage Marks</b>	<b>Division / Class/ Grade</b>

**12. Details of course for which Freeship is being sought:**

(i) Name of class/ course :	
(ii) Duration of class/ course :	
(iii) Academic Year :	
(iv) Class /course last attended /academic Year :	
(v) Total Marks obtained and percentage in last examination :	



**13. For Renewal of Freeship:**

Name of examination passed	Year	Marks/ Grade Obtained	Full Marks/ Points	% of marks/ SGPA/CGPA

**14. Total Annual Course fee:** Rs.....

(Break up of course fee such as tuition fee, library fee, examination fee, etc. other than refundable deposits)

S.No.	Item	Annual fee Rs.
1		
2		
3		
4		
5		
6		
7		
<b>Total</b>		

**15. Details of Bank account of the Student:**

- ix. Name of the payee (as in the bank accounts) .....
- x. Name of the bank.....
- xi. Bank Branch (full address) .....  
.....State..... District..... Pin.....
- xii. Branch Code number.....
- xiii. Bank Account Number .....  
(in words..... )
- xiv. Type of bank Account ..... Saving /Current
- xv. MICR code of the Bank.....
- xvi. Mode of Electronic transfer available in the Bank ECA/RTGS/NEFT/CBS/ code number (if any).



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(Specimen form of declaration of annual income is given as Annexure \_\_\_ to this application form which is to be signed by the parents / guardian of the student and enclosed along with the application. In the case parents / guardian are employed, income certificate from the employer be enclosed)

**17. List of Documents enclosed with the application.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

**18. Declaration:**

- (i) I hereby declare that information given above is correct
- (ii) I am not availing any other financial assistance for this purpose from any other source.
- (iii) I shall abide by the terms and condition for sanction of the Freeship for \_\_\_\_\_.
- (iv) I undertake at if, any stage, it is found to the satisfaction of the sanctioning authority at the IIS (deemed to be University), Jaipur that the information given by me is false or if I violate the terms and conditions of the freeship, the freeship sanctioned to me, may be cancelled and the entire amount of freeship will be refunded by me or recovered from me, apart from such penal action as warranted by law.

**Signature of Student**

**Date:**

**Place:**



**FOR RENEWAL OF FREESHIP**

It is certified that the above mentioned student has passed the.....examination for ..... (Year) and obtained ..... % of marks. It is also certified that student has not changed either the course or programme of study. She was regular and her conduct was satisfactory.

**Signature of Dean**

**Name:**

**Seal:**

**Faculty:**

**Date:**

**Place:**





**AFFIDAVIT**  
**(MUST BE ON Rs.50/- STAMP PAPER)**

**DECLARATION BY THE STUDENT**

I \_\_\_\_\_ (Name of the student ) who is studying in \_\_\_\_\_ hereby declare that I have not been availing any financial assistance for meeting the cost is the \_\_\_\_\_ Programme under any other scheme of any other Agency/ Govt or Private.

If at any stage, it is found that the information given by me is false/ not true, all benefits given to me under the scheme of "Freeship for \_\_\_\_\_" could be withdrawn and legal action as deemed fit, may be taken against me.

**Signature**

**Name:**

**Contact:**

**Email Id:**

Date:

Place

**Residential Address:**

**Permanent:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Current:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**AFFIDAVIT**  
**(MUST BE ON Rs.50/- STAMP PAPER)**

**DECLARATION BY THE STUDENT**

I \_\_\_\_\_ (Name of the student ) who is studying in \_\_\_\_\_ hereby declare that I have not been availing any financial assistance for meeting the cost of the \_\_\_\_\_ Programme under any other scheme of any other Agency/ Govt or Private.

If at any stage, it is found that the information given by me is false/ not true, all benefits given to me under the scheme of "Scholarship for \_\_\_\_\_" could be withdrawn and legal action as deemed fit, may be taken against me.

**Signature**

**Name:**

**Contact:**

**Email Id:**

Date:

Place

**Residential Address:**

**Permanent:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Current:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**AFFIDAVIT**  
**(MUST BE ON Rs.50/- STAMP PAPER)**

**DECLARATION BY THE STUDENT**

I \_\_\_\_\_ (Name of the student ) who is studying in \_\_\_\_\_ hereby declare that I have not been availing any financial assistance for meeting the cost is the \_\_\_\_\_ Programme under any other scheme of any other Agency/ Govt or Private.

If at any stage, it is found that the information given by me is false/ not true, all benefits given to me under the scheme of "Fellowship for \_\_\_\_\_" could be withdrawn and legal action as deemed fit, may be taken against me.

**Signature**

**Name:**

**Contact:**

**Email Id:**

Date:

Place

**Residential Address:**

**Permanent:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Current:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**AFFIDAVIT**

**(MUST BE ON Rs.50/- STAMP PAPER)**

**DECLARATION OF PARENTS'/GUARDIAN'S INCOME**

I \_\_\_\_\_ (Parents/guardians) of \_\_\_\_\_ (Name of the student ) who is studying in \_\_\_\_\_ hereby declare that my annual income from all sources is Rs.....(in figures) (Rupees .....)(in words) only.

If at any stage, it is found that the information given by me is false/ not true, all benefits given to the students under the scheme of "Freeship for \_\_\_\_\_" could be withdrawn and legal action as deemed fit, may be taken against me or my ward.

**Signature**  
**(Father/ Mother /Guardian)**

**Date:**

Residential Address

