Re-Accredited 'B++' 2.86 CGPA by NAAC
VEER NARMAD SOUTH GUJARAT UNIVERSITY
University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.
વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી
યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.
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APPLICATION FORM FOR THE AWARD OF MERIT SCHOLARSHIP FOR POST-GRADUATE STUDY LEADING TO _____ DEGREE IN THE SPECIAL SUBJECT _____ UNDER THE FACULTY OF _____

Note : If Candidate Provides incorrect information the Scholarship will not be awarded and the amount given to candidate will be recovered.

To,
The Registrar,
VEER NARMAD SOUTH GUJARAT UNIVERSITY,
SURAT.

Subject : Award of University Merit Scholarship for the Post - Graduate Students.

Sir,

I apply for the award of **"University Merit Scholarship"** for the Post-Graduate Students for the Academic year **20** - and give below my particulars :

1. Name in full : _____

   (Beginning with Surname) _____

   (in Block Letters) _____

2. Present Postal Address : _____

   (For correspondence) _____

   _____Pin_____Phone / Mobile_____

3. Permanent Address : _____

   _____

   _____ Pin_____Phone / Mobile_____

   E-Mail : _____SPID NO. _____

4. Religion : _____

5. Gender : **MALE / FEMALE**

6. Date of Birth : _____ (6) (a) Age_____

   (in complete year)

7. Native Place : _____ Taluka _____ District _____

8. Reservation Category : **SC/ST/SEBC/PH**_____

(True copy (Xerox) of respective certificate to be attached)_____

_____

9. Total annual income of self or parent/Guardian from all sources : Rs._____

(in words) (Rupees _____)

10. Parent's/Guardian's full Name : _____

Address : _____

Occupation : _____

11. Details of Scholarship/Fellowship/ _____

Stipend/Free Studentship/Loan etc. _____

received from any other source :_____

Years and amount of such Award : _____

12. Name of University _____

Department/College where _____

registered as a Post Graduate _____

Student : Degree_____Subject_____

13. Subjects offered at _____ Part - I examination.

(a) Entire _____ (b) _____

(c) Subsidiary _____

14. Particulars of academic qualifications (Starting with S.S.C.(10^{th}) / H.S.C. (12^{th}) Examination or equivalent examination.) Please attach copies of Marks sheets, Certificates, etc. and give a reference in last column.

Sr. No.	**Examination Passed**	**Month and year or passing**	**Board/ University**	**Class Obtained**	**Marks obtained and maximum marks**	**Percentage of marks**	**Special subjects offered at the examination**	**No. of the attempts at which the examination passed**	**No.of Enclosures (attested copies of Certificates/Mark sheet)**
1.	**2.**	**3.**	**4.**	**5.**	**6.**	**7.**	**8.**	**9.**	**10.**

*(**Note :** Separate Sheet may be used if required)*

15. Whether a Post-Graduate _____

Student of Part - time or **Full Time / Part Time**

full - time course ? **Degree** _____

16. Whether received any Scholarship from the University during the previous year ? **Yes / No**

if so, please give Office

Letter No. and Date : _____

17. Whether serving any where ? if so, please give full details : **Yes / No**

Name of Institution : _____

Monthly total emoluments : **Rs**. _____

Permanent / Temporary : _____

18. Have you applied for admission to any other Course/s of this University or any other University **Yes / No**

If so, give details : _____

_____

19. Registration fee Paid vide Receipt No. _____ dated _____ 200_____

I, the undersigned, Shri. / Smt / Kumari _____

_____ hereby declare :

(a) That I have read the rules for the award of Merit Scholarship for P.G. Students and I agree to abide by the existing rules of the University, if the scholarship is awarded to me. I further declare that entries made / details given in the form and particulars furnished by me are true to the best of my knowledge and belief.

(b) That I am not in receipt of any Scholarship or Stipend from any other source. I shall surrencder the emoluments or scholarship or stipend which I am receiving from any other Institutions, if the scholarship is awarded to me, (Strike off the portion which is not applicable to you.)

(c) If I am selected for the award of University Merit Scholarship, I shall fully devote my time to Post - Graduate studies and regularly attend classes as per the time table. I shall not undertake any part - time or full - time service. I shall reject any financial help received from other sources.

Place : _____

Date : _____ _____

(Signature of Student)

TO BE FILLED IN / CERTIFIED BY THE HEAD OF
THE UNIVERSITY DEPARTMENT / INSTITUTION / COLLEGE

(For Merit Scholarship for PG Study)

This is to certify that Mr. / Miss / Mrs. _____

passed the _____ Degree Examination of _____

in _____ through _____ University

Department / College and secured _____ Class.

He / She has offered _____ as Principal subject and

_____ as Subordinate subject at the said Degree Examination.

He / She has enrolled his / her name as student of _____

_____ and registered his / her name as Post - Graduate Student

at _____

_____

(University Department Inst. / College)

with effect from _____ Part - I in the subject of _____ as Principal / Entire and _____ as Subordinate during the current academic year 20 - . I have scrutinized his / her application as per the rules governing the award or Post Graduate Merit Scholarships and recommend that he / she may be awarded the Scholarship.

Place : _____

_____
Signature of Professor - in - charge

Date : _____

Date : _____

_____
Signature and seal of Principal of the college

Date : _____

_____
Signature and seal of
Head of the University Department

A form of Income Affidavit to be submitted with the Merit Scholarship Application

INCOME AFFIDAVIT

Declaration of the income for the year (ending on 31st of March, 20 for the purpose of Merit Scholarship.

1. I, the undersigned, solemnly declare and affirm that **Shri/shrimati/Kum.** _____ who is **son / wife / daughter / dependent,** at present resides at _____ _____ and studies in _____

2. That my total annual income in the preceeding year ending the **31st March, 200** is **Rs.** _____.
   I make myself personally responsible for the accuracy of the facts and figures furnished.
3. That I further undertake that in the event of the particulars given in this declaration being found false later on, I shall refund to the University the amount of the Merit Scholarship paid and the decision of the University in this behalf shall be final and binding on me.

_____

(Signature of the parent / guardian)

Name in full _____

Full residential address : _____

_____

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RULES AND REGULATIONS FOR THE AWARD OF MERIT - CUM - MEANS SCHOLARSHIPS FOR POST - GRADUATE COURSES LEADING TO MASTER'S DEGREE AND P.G. DIPLOMA

(1) **OBJECT** : -

In order that no meritorious student is denied opportunity for post - graduate studies for want of adequate means, the University has introduced a scheme for the award of post - graduate scholarship on the basis of the result of Bachelor's Degree Examination and financial circumstances of the students.

(2) ALLOCATION OF SCHOLARSHIPS : -

The scholarships available will be first distributed among the various Faculties These will be further distributed initially among the various subjects in a faculty provided that atleast one award shall always be made to each subject / single subject Faculty. If none of the students of any subject / Faculty finds a place in the merit list of the allotted quota, the next eligible student of respective subject / Faculty may be considered for the award of the scholarship. Such awards are to be made from the quota allotted to the respective faculties.

(3) COVERAGE AND ELIGIBILITY : -

(1)

(i) Only those students who have obtained at least **First Class** at the **Bachelor's / P.G's Degree Examination** in subject for which an allocation has been made and whose parents or guardian's annual income **from all sources** does not exceed **Rs. 2,00,000/- after deduction of tax** will be eligible for the award of scholarship, subject to the fulfillment of other condition of the scheme.

(ii) Preference will be given to only girl child / BPL card holder.

(2) The Students who have passed Part - I or Part - II Examination of post - graduate studies, as the case may be, will also be eligible for the award of a fresh scholarship. The scholarship awarded to them in the first year of their studies will be continued subject to their satisfactory performance in the Part - I / II examination.

(3) A student who is in full time employment, will not be eligible for the award of a scholarship. If however, he / she gives up employment or takes leave without pay for the purpose of further studies and commences his / her studies as full time student, he / she will be eligible for the award of a scholarship.

(4) A scholarship holder shall not accept or hold any appointment, salaried or otherwise, and shall not receive any other scholarship, free studentship or stipend. in case, the scholar was in receipt of any such award or assistace he / she will have to forego that benefit in order to avail himself / herself of the benefit of the post – graduate scholarship.

(5) A student studying in a part – time course of through a correspondence course will not be eligible for award.

(6) The scholar shall not join any other course of studies or appear at any examination other than the examination for which the scholarship is awarded. In case, he / she appears at any other examination, his / her scholarship will be forfeited by him / her to the University.

(7) The scholar will regularly attend the post – graduate lectures, actively participate in the tutorials, seminar discussions and other Programmes and carry out the assignments to the satisfaction of the post – graduate teachers concerned.

(8) Part scholarship, supplementing the amount received by any scholar by way of Fellowship, etc. may be given to any scholar so that the total amount of the benefit from all source does not exceed the amount of full scholarship i.e. **Rs. 6,000/- per annum.**

(4) SELECTION AND PROCEDURE :

(1) The Bord of Management will make the selection for the award of scholarships on the recommendation of a committee constituted for the purpose. The decision of the Bord of Management shall be final.

(2) The eligible students will be selected strictly in order of merit and financial condition, starting from the top on the merit list of each subject / single subject Faculty, for which a quota of scholarship has been allocated under the scheme.

(3) The Registrar will take steps for the award of scholarship as soon as the application are received from the students.

(4) In case of equality of merit, the student holding a Bachelor's Degree from this University will be given preference.

(5) In case, some students higher in rank, have not been selected for the award of scholarship, reason for not doing so shall be given in the remarks column.

(6) As a token of PROVISIONAL SELECTION the Registrar will send each eligible students an undertaking form and a bill form of the scholarship through the Principal of the college / the Head of the University Department.

N.B.: It must be specifically noted that if the undertaking is not received from the student within the stipulated period. The scholarship will be awarded to the next student on the merit list and he / she cease to be entitled for the same.

(7) The selected student shall submit the undertaking form, the bill form, the progress report etc., duly filled in through the Professor : incharge of the Centre and the Principal of the college concerned / the Head of the University Department. The Professor – incharge of the Centre and the Principal of the College concerned / the Head of University Department will complete the remaining portion of the said documents and forward them to the Registrar. The Registrar, on the receipt of the documents, will arrange to pay amount of scholarship, after scrutiny of the documents.

(5) VALUE OF SCHOLARSHIP :

Subject to Rule 3 (8) each scholarship will be of the value of **Rs. 6,000/- per annum.** The payment of Scholarship shall be made at the end of the academic year and only after declaration of the result of Part-I or Part-II examination as the case may be and on the receipt of a satisfactory Annual Progress Report from the Professor – in – Charge of the Centre and the Principal of the College concerned / Head of the University Department. The Student who has not appeared or failed at the respective examination or has left the studies in the middle of the term / year shall not be entitled to receive the scholarship amount. The payment of scholarship will be made by the University Office at the appropriate time. No part payment of the Scholarship amount shall be made at the end of first term or in the middle of the academic year.

(6) DURATION OF THE SCHOLARSHIP AND ITS RENEWAL :

(1) The scholarship awarded on the result of the Bachelor's Degree examinations, may be renewed for the second year of the post – graduate course subject to the availability of funds and fulfilment of the conditions prescribed for continuing the award.

(2) Renewal of a Scholarship under the Scheme will depend on promotion to the next class with atleast B grade for all subjects where grading system is inforce and atleat **60%** marks where grading system is not in force at the University Examination for Part – I or Part – II of the Post – Graduate course as the case may be.

(3) If a student shows unsatisfactory progress during the course of his / her studies or he / she gives up the chosen course of studies before its completion, or he / she changes the course of studies without the prior permission of the Registrar, the award of scholarship shall be cancelled. Good conduct and regularity in attendance are also essential conditions for continuance of the scholarship.The Scholarship once cancelled will not be restored under any circumstances. The decision of the Bord of Management in this regard will final and binding.

(4) A Scholarship will be renewed for the next year, subject to the conditions stated above, and on the basis of marks obtained in the aggregate at Part – I or Part – II Examination and fulfilement of other conditions by the student. It will be in the interest of the student to fill in the form of application along with a certified copy of the relevant marksheet, as soon as the result to the Part – I / II Examination is declared and forwarded the same to the Registrar through the Professor – in – charge and the Principal of the College concerned / the Head of the University Department concerned, quoting the reference number of letter under which the award was initially communicated to him / her. This will enable the Registrar, to process the renewal of the Scholarship expeditiously. The Principal of the College / the Head of the University Department is expected to bring to the notice of the Registrar any adverse report on account of habitual and if necessary, to suggest cancellation of the scholarship award to the particular student.

(5) In case the Principal of the College / the University Department gives adverse comments and specifically recommends in the annual progress report that the scholarship should not be renewed, the Registrar shall bring such a case to the notice of the Vice Chancellor before rejecting the application for renewal.

(6) An attested copy of the marksheet of the Annual Examination should be attached to the form of application. This will enable the Registrar to decide the eligibility of the student regarding the renewal of the scholarship on the basis of the documentary evidence.

(7) <u>PAYMENT OF SCHOLARSHIP :</u>

The Registrar, on receipt of the undertaking form, the bill form the progress report alongwith other documents shall draw the amount of scholarship for the first or the second instalment and arrange to pay the scholarship amount to the scholar as soon as possible.

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