

FEE CONCESSIONS

The following categories of students are given fee concessions:

- **University employees** (both in service and retired) or one child is exempted from the payment of full tuition fee, 2nd Child and others exempted for half tuition fee as per rules (except self-financing courses).
- **University employees (both in service and retired) and their wards** are exempted from the payment of 25% of tuition fee in self-financing courses.
- **Wives, children and members of the Defence/Para Military forces** who are permanently disabled or killed during action are exempted from the payment of tuition fee only, in case they submit a certificate to this effect from the appropriate authority.
- **Brother-sister fee concession** is given to younger sibling. Elder sibling pays his/her full fees while his/her younger sibling is offered half tuition fee concession. (P.U.Calendar Vol. III 2016 at page 657). There will be no brother-sister Tuition fee concession for self-supporting/ financing courses like MBA (Ex), B.Ed., PGDCA and PGDMC.
- **Children of the persons killed in November 1984 riots** and terrorist violence in Punjab are entitled for exemption from all the charges as per Punjab Government decision (except for self-financing courses). For detail visit link: http://dcdc.puchd.ac.in/downloads/NewsAndEvents/_90770623-.pdf
- **Exemption in fee for wards of martyrs/permanent disabled** (up to 80% leading to incapacitation) **of Kargil war** who have a valid certificate from the Ministry of Defence to this effect and the same is entered in the Pension Book of the family (Except for self-financing courses).

Students under Kashiri Migrants, 1984 riot victims and Rural and Border area visit link given below:
http://dcdc.puchd.ac.in/downloads/NewsAndEvents/_90770623-.pdf

STUDENTS AID FUND

For deserving and needy students, financial assistance is available from Student Aid Fund, maintained by the University.

1. Income certificate from a competent authority, which shall mean the Executive Magistrate, Tehsildar or the employer as the case may be, is must for availing Student Aid Fund.
2. Those students would be eligible for student aid fund second time, if her/she secure at least 50% marks in the previous examination.
3. Full fee will be charged from the Economically Weaker Students (EWS) at the time of admission and financial assistance will be provided to such students as per income slab.
4. Students covered under Self-Finance courses are not entitled for availing Student Aid Fund.

Slab of Annual Family Income from all sources All Teaching Departments-

All Teaching Departments- CDOE / VVBIS & IS Hoshiarpur	1. Nil Income 2. Up to 1,00,000/- 3. 1,00,001 to 3,00,000/- 4. 3,00,001/- to 4,00,000/-	Amount to be disbursed to a student as approved by the Vice-Chancellor on the recommendation of the Committee depending upon the number of applicants and available funds for each academic year.
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The amount of help given to a student under this scheme in an academic year shall be decided by the Syndicate from time to time. (Vide Syndicate Para 44 1/15/28/29-05-2016)

The **Specimen** of Form is appended in the prospectus (Form- A) and available in specimens at CDOEadmissions.puchd.ac.in

Note: -Students covered under Self-Financing courses are not entitled for availing Student Aid Fund.

FRESHIP FOR SC/ST

A. Post Matric Scholarship Norms/Guidelines for SC students of Punjab State only:

- (i) **For Normal Courses:-** Tuition fee and other non-refundable charges have not been charged, except refundable component such as Library security etc. from the SC students belonging to Punjab State studying or taking admission in normal programmes at the time of admission (having annual family income equal to or less than Rs 2.50 lac and eligible for Post Matric Scholarship Scheme). Eligible PMS SC students shall give undertaking on affidavit as per **(Annexure-I)** at the time of admission.
- (ii) **For Self-Financing Courses:-** Such Students shall only deposit only 25% of the fee of the first semester (excluding Examination Fee) at the time of admission with undertaking **(Annexure-I)** and 25% of the fee at start of second semester (excluding Examination Fee) preferably before the last date decided by competent body of the University.

Eligibility Criteria:

1. The Student must SC Cateogry.
2. He/She belong to Punjab State.
3. The Annual income of the family is not above 2.50 lac per annum.
4. Should have free ship card or registered for free ship card before last date.

Important Note:-As per this undertaking, students are required to deposit the fee to CDOE immediately within 15 days after receiving Post Matric Scholarship Amount in their Bank Account reimbursed by the Punjab Govt., failing which students are liable to pay balance fee with late fee charges as University norms.

Following points need to be taken care by SC Students at the time of Admission or before submission of hard copies of the PMS forms:

1. The Bank account of student be in active mode. Dormant bank or parent bank account should not be used.
1. Bank account number of the student must be linked with the Aadhaar Number.
2. Correct mobile number of the student be quoted and should not be used or attached with other bank account.

3. In case of merge of banks, updated/corrected IFSC code must be mentioned on the Ambedkar Portal.

Following documents are to be deposited to avail the facility of Post Matric Scholarship as per instruction of DPI Colleges (Pb.). The documents shall be submitted along with the hard copy of Online Application-cum-Examination Form”

1. Register Free ship card online through website ‘scholarships.punjab.gov.in’ compulsory by Social Welfare Dept. Punjab.
2. Copy of Filled Scholarship form along with passport size photographs.
3. Original Income Certificate of duly attested by 1st Class Magistrate (Latest and of Current Academic session, i.e. not older than July 2023)
4. Photocopy of Punjab Residence Certificate of the candidate (Self-attested) (Aadhaar card, pan card, ration card etc. will not be accepted as residence proof)
5. Photocopy of Caste certificate of the Candidate (Self-attested)
6. Photocopy of Last examination passed by the Candidate (Self-attested)
7. Photocopy of Passbook of Bank Account No. of the Candidate with IFSC Code (Self-attested)
8. Photocopy of Aadhaar Card of the Candidate (Self attested)
9. Punjabi Undertaking through ‘scholarships.punjab.gov.in’ website.
10. Gap year affidavit (Required if gap is more than 3 years).
11. Photocopy of Matric Certificate.

*** Bank Account Number of the students must be seeded/linked with the Aadhaar Number.**

Note: In case you not send the above required documents well in time, **you have to pay the CDOE full fee** and will not be entitled for **Post Matric Scholarship**.

IMPORTANT NOTE:-Students availing the freeship for SC/ST/PWD/Blind category will be required to pay the **Online Prospectus Charges** (Rs. 150) and **Refundable Library security** (Rs. 880/- for Undergraduate, Rs.1100/-for Postgraduate Courses, (if already not paid)

Incomplete application form and information will not be entertained.

B. For Other states : (SC/ST/BC/OBC Students belonging to states other than Punjab i.e. Haryana, Chandigarh, H.P., J.& K, UP, Bihar etc.)

SC/ST/BC/OBC categories of students belonging to other states (except Punjab), studying or taking admission in normal as well as self-financing courses of the Teaching departments of Panjab University and its Regional Centres belonging to States other than Punjab (i.e. Chandigarh, Haryana, Himachal Pradesh, J&K, Bihar, Rajasthan. etc.) who are eligible and applied for Post Matric Scholarship (PMS) through online, such students are required to pay essentially the full fee at the time of admission. Their fee would be reimbursed by their respective states welfare departments directly into such students bank account through online banking management system after duly submission through departments and further processing of their PMS scholarship form on time (i.e. before due date) by the respective state welfare division.

Important Note: The SC students of Punjab have to apply on the Dr. Ambedkar Scholarship Portal (www.scholarships.punjab.gov.in) for free ship card. Thereafter, fill online Post Matric Scholarship form before due date on the above said Portal, which is mandatory for all such students who wish to avail the benefit of reimbursement of claim of fee paid by them at the time of admission in respective academic session.

The Chairperson/H.O.D. of all the Teaching Department are requested to get all the formalities completed by eligible students and hard copies of their Post Matric Scholarship forms along with supporting documents duly checked, online verified and countersigned (with office seal) and list of the SC students before due date as announced by the respective state, for onwards submission to the District Welfare Officer of the Punjab state.

Any SC students of Punjab who availed PMS benefit during admission but failed to submit PMS on time or whose PMS Scholarship has been rejected by welfare department of Punjab due to any reason must pay the entire fee to continue the respective course.

The fee would be reimbursed by the Welfare Department of Punjab State Government directly into the bank account of the eligible SC students. It is the duty of students to deposit receipt of the fee paid by the students to their respective department within in a stipulated time as per undertaking given by candidate, failing which late fee would be charged as per University norms.

Scheme of Post Matric Scholarship for OBC Students by the Government of India/State Government/U.T. Administration:

Those candidates belonging to OBCs so specified in relation to the State/Union Territory to which the applicant actually belongs, i.e. is permanently settled, who have passed the Matriculation or higher secondary or any higher examination of a recognized university or Board of Secondary Education and who belong to a family having income not exceeding Rs. 1 lac per annum are eligible for Post Matric Scholarship for OBC Students. Students have to apply for this scholarship by filing up the application form available at the respective websites of the State governments and process it through the Chairperson of University department.

Important: In case a candidate is not found to be eligible for Freeship/Fee concession after verification of document by CDOE, the candidate has to pay the full fee.

If the candidate does not pay the fee, his/her candidature will be cancelled and cannot claim refund in any case.

BLIND/PWD STUDENTS

Blind students who join a regular degree/Postgraduate degree/self-financial courses at the P.U. would be allowed exemption from payment of tuition fee only for progressive courses and not for parallel courses and rules as applicable to other, students would be applicable to the blind students.

The free education, including examination fee, be provided to the completely blind student belonging to below poverty line, as described by the relevant Government notification/s, in any course/self-financing courses, only for progressive courses and not for parallel courses in the University and its affiliated Colleges, subject to the student being otherwise eligible.

- a) The total family income from all sources does not exceed Rs. 2.5 lacs per annum and the income certificate shall be accepted when issued by the competent authority which shall mean the Executive Magistrate/ Tehsildar/NaibTehsildar/SDM.
- b) The candidate has to submit an affidavit to this effect by 1st Class Magistrate. A limited number of course books (one per paper) may also be provided, which would be returnable after the completion of the course. (Vide Syndicate Para-19 dated 18-5-2014).

The fee concession and Financial Assistance be also given to the person with Physical Disability (PWD) as is available to the blind students (Vide Syndicate Para-10 dated 16-03-2019).

CONCESSION TO TRANSGENDER STUDENT

Guidelines for grant of concession to the Transgender students

Following documents/information shall be submitted by the students and verified by the Department.

1. Aadhaar Card/Voter ID Card/Passport/driving License/PAN card/RC/Ration card/Bank Passbook, if any, be submitted by the students showing the candidate belongs to Transgender Category.
2. Students should not involve in criminal cases, ragging or any other misconduct/violation of University Rules.
3. Students must attain the minimum percentage of attendance as prescribed by the University in the current year i.e. not less than 75%.
4. Those students who are residing with their parents or separately from their parents needs to submit their affidavit duly attested by the Executive Magistrate/Tehsildar/SDM certifying that:-
 - i) Not getting any fellowship/scholarship/concession from any source
 - ii) Total income from all sources not exceeds Rs.2.5 lacs per year.
5. Full fee concession shall be counted in the subsequent year only if:-

The students must have passed the examination in first attempt i.e. should not have are appear or compartment or drop the examination.
6. The application of such students be duly recommended by the Chairperson/Director/Co-coordinator of the irrespective department.

FEE CONCESSION TO STUDENTS WHO'S PARENTS ARE NOT SURVIVING

Guidelines for grant of fee concession to the students, whose both parents are not surviving and there is no source of income and those whose father has expired and mother is not able to bear his/her expenditure towards studies.

(Vide Syndicate Para 27 dated 29-2-2012).

Following documents/Information shall be submitted by the student and verified by the Department:

1. Concession is applicable for tuition fee only.
2. Proof of Death is submitted by the candidate.
3. There should be no academic arrears in the year of getting the benefit.
4. 10% of tuition fee plus admissible funds be taken from such students at the time of admission in the 1st year. After confirming the claim of the students, the concerned Chairperson/Director will recommend the refund of 10% tuition fee paid by the student.
5. For subsequent years, no tuition fee is charged from the eligible students those who fulfill the conditions. However, fee towards funds shall be paid by the student.
6. Student should not involve in ragging or any other misconduct/violation of University Rules.

7. Student must attain the minimum percentage of attendance as prescribed by the University in the current year i.e. not less than 75%.
8. Family income of student does not exceed Rs.2,50,000/-p.a. (Syndicate Para 47 R (xxxvi dated 27.11.2016))
9. Student must submit evidence in the form of affidavit duly attested by the Executive Magistrate/Tehsildar/Naib Tehsildar /SDM certifying that:-
 - i) The income of the surviving mother or guardian/is not more than 2, 50,000/-per annum from all sources.
 - ii) Not getting any fellowship/scholarship from any source. If getting any fellowship/scholarship, the student will have to refund the amount of fellowship / scholarship to the University to get the benefit of 100% exemption intuition fee under this category.

NATIONAL E-SCHOLARSHIPS

National Scholarships

At present, the current list of On Board Scholarship Schemes is available at Website www.scholarship.gov.in under National Scholarship Portal. Students are required to register themselves and upload the required documents with the help of their own unique login ID and password.

The students may avail the following scholarships from various Government bodies. For this they have to download the scholarship form from the concerned website and fill it properly and get it countersigned from the Director of CDOE.

A. Ministry of Minor Affairs

1. Post-Matric Scholarship Scheme for Minorities.
2. Merit-Cum-Means Scholarship For Professional and Technical Courses CS

B. Department of Empowerment of Persons with Disabilities

3. Post-Matric Scholarships for Students with Disabilities

C. Ministry of Labour and Employment

4. Financial Assistance for Education of the wards of Beedi/Cine/IOMC/LSDM Workers-
Post Matric

D. Department of Higher Education

5. Central Sector Scheme of Scholarship for college and University Students.

E. WARB, Ministry of Home Affairs

6. Prime Minister's Scholarship Scheme for Central Armed Police forces & Assam rifles.

F. RPF/RP SF, Ministry of Railway

7. Prime Minister's Scholarship Scheme for RPF/RPSF

Students from Departments/Institutions/ Centres/ Constituent Colleges of Panjab University may register themselves at this site to apply for the scholarship scheme, according to their eligibility. Students will get their application Id from the site and upload the required data and their supporting documents with the help of their own application ID and password.

The following documents are mandatory required to be uploaded along with the online applications for any of the above said scholarship schemes:

1. Printout of Scholarship Application, completed in all respect.
2. Passport size photo of the student
3. Institutional Verification Form
4. Self-attested photocopy of Residential Certificate
5. Annual Family Income Certificate
6. **In case of Fresh Scholarship Applicant:** Copy of self-attested certificate of 'Previous Academic Mark sheet' as filled in the form
In case of Renewal Scholarship Applicant: Copy of self-attested certificate of 'Previous year Mark sheet' as filled in the form
7. Self-attested copy of the fee receipt of current course, deposited by the student in the department at the time of admission
8. Annual fee detail for both the semesters of current academic year (to be provided by department)
9. Self-attested photocopy of AADHAAR Card
10. Self-attested photocopy of Bank Account passbook in the name of student linked with Aadhar Card

Students will submit the hard copy of scholarship application form along with their supporting documents to their respective teaching departments/Institutions/ Centres/ Constituent Colleges of Panjab University and the Chairperson/HOD of the respective teaching departments/Institutions/ Centres/ Constituent Colleges are required to verify the student's Scholarship Application Form i.e. (Institutional Verification, Annual Course Fee, Previous Class percentage and other supporting documents etc.) and send the same to National E-Scholarship Section of SC/ST Cell, Aruna Chandra Hall, 1st Floor, Room No. 2016 for approval and further processing.

It is also advised to visit regularly on the website <http://scholarships.gov.in> for other new scholarship introduced by the Govt. of India from time to time, so that maximum number of students of the university can avail the benefit by applying for scholarship/s according to their eligibility.