

Sree Sankaracharya University of Sanskrit, Kalady

Guidelines for the award of University Merit Scholarship to Under-graduate and Post-graduate Students

- Read: 1. U.O. No. Acd.A₁/2932/98 dated 12.08.1998.
 2. U.O. of even number dated 02.08.2003.
 3. U.O. No. 9292/Acd.C/MS-2003/SSUS dated 29.06.2005.
 4. Acd.C/MS.2006/SSUS/2006 dated 19.08.2006.
 5. Minutes of the meeting held on 18.04.2008 at 11 a.m. in the Chamber of the Vice-Chancellor.
 6. U.O.No.Acd.C2/10028/Merit Sch/SSUS/2014 dated, 24.06.2016
 7. U.O.No.Acd.C2/11066/MS/SSUS/2018 dated, 02.11.2018

The University has been awarding merit scholarship from 2002 admission onwards, vide paper read as 2nd above.

Now, it has come to notice that guidelines issued by the University regarding the award of scholarship are scattered in various University orders read as papers 1 to 4 above. It has also come to notice that there are no clear cut guidelines as to how to calculate the months while awarding scholarships as the working days in a calendar month vary from meager to sufficient. Hence, it has become necessary to consolidate the guidelines laid down in the University orders read as 1 to 4 above and to issue fresh guidelines, taking in to consideration the minutes, vide paper read as 5 above, in supersession of the University orders read as 1 to 4 above.

The consolidated and revised guidelines for the award of University Merit Scholarship will be as follows:

- i) These shall be called the 'Guidelines for the award of University Merit Scholarship to Under-graduate and Post-graduate Students' (hereinafter called the guidelines) and the scholarship shall be called the Sree Sankaracharya University of Sanskrit Merit Scholarship.
- ii) The Sree Sankaracharya University of Sanskrit Merit Scholarship (hereinafter called the Merit Scholarship) shall be awarded taking each centre of the University as a separate unit.
- iii) The number of Merit Scholarship awarded in respect of each courses will be limited to:
 - a) 25% of the admitted strength (in each centre) in the case of post graduate courses in non -Sanskrit subjects and all under graduate courses offered by the University.
 - b) 50% of the admitted strength (in each centre) in the case of post graduate courses in Sanskrit Subjects.
- iv) The value of Merit Scholarship for each course shall be:
 - i) B.A. (all combination) :- Rs. 300/-
 - ii) B.F.A. :- Rs. 300/-
 - iii) M.A. (all subjects) :- Rs. 500/-
 - iv) M.S.W. :- Rs. 500/-

- v) Merit Scholarship shall be payable for not more than ten months in a year excluding the period of semester break, subject to clause (ix) hereunder, if the students secure 80% or above attendance irrespective of the number of working days in a month. If a student fails to attain 80% of attendance in a particular month, then that student will not be eligible for the scholarship for that particular month.
- vi) Minimum Academic Eligibility for Merit Scholarship for UG students and PG students is fixed as 60% marks or Equivalent Grade at the qualifying examinations.
- vii) Only those candidates who have passed the qualifying examination at the first chance are eligible for consideration for the award of Merit Scholarship.
- viii) The selection of the student for the award of the Merit Scholarship shall strictly in the order of merit from among the eligible candidates who apply for the Scholarship, the merit being determined by the marks obtained by the student in the qualifying examination mentioned in clause (vi) supra.
- ix) The Merit Scholarship are tenable for the period equal to the duration of the course excluding semester break.
- x) Syndicate shall be the authority to sanction Merit Scholarship.
- xi) If the Merit Scholarship awarded to any student falls vacant, the same shall be awarded to the candidate next in rank. In the event of there being no candidate eligible for the award of Merit Scholarship in any subject, in any year, the Merit Scholarship may be reallocated by the Syndicate to other subjects for the particular year.
- xii) The Director of the centre shall be the drawing and disbursing officer of the Merit Scholarship. The annual value of the scholarships shall be paid on quarterly basis. The Director shall forward payee's receipt for the amount of Merit Scholarship and the attendance-cum-progress report of the quarter.
- xiii) It shall be the duty and responsibility of the Director to see that the disbursement of the amount of Merit Scholarship is made in accordance with the law in force.
- xiv) The Merit Scholarship may be held along with the fee concession if any, enjoyed by the students concerned.
- xv) OBC and SC/ST/OEC students enjoying educational concession under various schemes from Harijan Welfare Department shall be allowed to enjoy only the lesser amount as scholarship which is equal to the difference between the total amount granted to them from 'Harijan Welfare Department' (monthly stipend and lump sum grant) and the Merit Scholarship, if the Merit Scholarship is higher. If the Merit Scholarship is lesser than the grant from the 'Harijan Welfare Department' (monthly stipend and lump sum grant), then the student will be allowed to receive only the grant from the 'Harijan Welfare Department' (monthly stipend and lump sum grant).
- xvi) The Merit Scholarship shall not be held more than one year in the same class and shall be discontinued if the student fails in any of the University examinations. It shall be the duty of the Directors to ensure that this provision is strictly followed.
- xvii) The Merit Scholarship shall not be held concurrently with any other scholarships except the Government of India scholarship awarded to backward community students.

- xviii) The continuance of Merit Scholarship for each succeeding quarter shall depend upon the satisfactory progress and attendance of the students thereof failing which the claim for Merit Scholarship shall be forfeited.
- xix) The application for Merit Scholarship as given in annexure I should be filled in and submitted to the respective Directors within 15 days from the date of admission/commencement of classes along with the attested copies of the relevant certificates in proof of their academic eligibility.
- xx) Applications for Merit Scholarship shall be forwarded by the respective Directors before the last date fixed for the purpose. No application shall be forwarded by the Directors after the last date except in very exceptional cases. Such applications shall be dealt separately based on the merits of the reasons for the delay.
- xxi) The attendance statement should include the period of study leave, cultural, social and other extra-curricular activities permitted by the University and the days of examinations. All these period should be treated as working days and there should be uniformity in the process of calculation of the total number of working days.
- xxii) Attendance-cum-progress report as given in annexure II should invariably be recommended by the teacher concerned and the same shall be countersigned by the HOD and forwarded by the respective Directors.
- xxiii) The students selected for the award of Merit Scholarship are required to execute a bond as given in annexure III.
- xxiv) If the student fails to observe the Rules/laws of the University for the time being in force, or if the student fails to achieve satisfactory attendance due to reasons not beyond his control the student shall not be eligible for future claim, if any, for the Merit Scholarship.
- xxv) Syndicate shall be the authority to modify the guidelines as deem necessary.

These guidelines shall be issued as Ordinances in due course.

Annexure I (See Clause xix)

Form of application for Merit Scholarship.

Annexure II (See Clause xxii)

Attendance-cum-progress report.

Annexure III (See Clause xxiii)

Form of bond (in stamp paper worth Rs.200/-) to be executed by the student receiving the Merit Scholarship.