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Indira Gandhi Delhi Technical University For Women
(Established by Govt. of Delhi vide Act 09 of 2012)
Kashmere Gate, Delhi-110006

GUIDELINES FOR
FINANCIAL ASSISTANCE TO M.TECH AND M.PLAN STUDENTS
(THE ACADEMIC YEAR 2021-22 ONWARDS)

1. OBJECTIVES OF THE SCHEME:

To provide Financial Assistance to Non-GATE M.Tech and M.Plan Students of IGDTUW who are not in receipt of any kind of Financial Assistance (i.e. Scholarship/Stipend etc.) from any source.

2. AMOUNT OF ASSISTANCE:

The Financial Assistance of an amount of Rs.7500/- per month will be awarded to a maximum of 10 students registered in each branch/program every semester based on their performance in IGDTUW.

3. DURATION OF THE SCHEME:

The maximum duration of the Financial Assistance will be Eighteen (18) months subject to the fulfillment of the eligibility criteria and terms and conditions.

4. ELIGIBILITY FOR FINANCIAL ASSISTANCE:

- Non-GATE Students of M.Tech and M.Plan who are not in receipt of any other scholarship/Stipend/Financial Assistance from any other source.
- Having CGPA score of 8 or more in the previous semester and must have scored a minimum B Grade in each subject.
- Minimum 75% attendance in the previous semester.

5. SELECTION PROCEDURE:

- Students are required to submit their application form (**Annexure-I**) to the Dean (Academic Affairs) duly verified and recommended by the concerned HoD within two weeks of the declaration of the semester result.
- The maximum number of Financial Assistance per semester per branch will be 10 and will be awarded based on the performance in the preceding semester. In case of a tie, the following procedure is followed:
 - A student having higher marks
 - A student receiving higher marks in the Department Core Subject.
 - A student having higher attendance.
 - A student with lower parental Annual Income.

Handwritten signatures:
Head, Sup, and other officials.

6. TERMS AND CONDITIONS:

- The student has to submit an undertaking that she will not leave the course of study midway failing which the total scholarship drawn by her shall be recovered from her by the University. (Annexure-II)
- The Financial Assistance will be granted to the student on a quarterly basis subject to the satisfactory academic performance and adherence to University norms/rules and regulations as applicable from time to time, certified by the Head of the Department.
- The awardees under the scheme will not be allowed to receive any kind of other regular Financial Assistance/Scholarship/Stipend from any other source.
- The student shall submit an undertaking that she is not in receipt of any other scholarship/ Stipend/ Financial Assistance from any other source. (Annexure-II)
- In case the student receives any stipend during summer internship/project work etc. then Financial Assistance shall not be awarded for that period.
- The Financial Assistance can be discontinued at any time for any kind of misconduct by the student, like involvement in the act of ragging, misbehavior etc.
- Students receiving the Financial Assistance have to contribute 4-6 hours per week in the conduct of lab classes, support to HoD in carrying out departmental development activities, or any other work assigned by the HoD.
- The Financial Assistance Claim form as per Annexure-III duly signed and approved by the HOD is required to be submitted for disbursement of Financial Assistance.
- Financial Assistance Scholarship will be canceled immediately on account of any of the following condition:
 - On misconduct/misbehavior.
 - Unsatisfactory progress report and recommendation of cancellation by the HOD.
 - Submission of any misleading information by the student.
 - Unauthorized absence / not fulfilling the attendance criteria

Mad Sury V. S. S. Srinivas

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Annexure-I



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FINANCIAL ASSISTANCE TO M.TECH AND M.PLAN. STUDENTS

APPLICATION FORM

Enrolment No. : _____

Name : _____

Address : _____

Date of Birth : _____

Program : _____

Branch : _____

Year of admission : _____

Whether GATE qualified (yes/No) : _____

CGPA : _____

Bank Account Details

Account Number : _____

Beneficiary Name : _____

Bank Name : _____

Branch : _____

IFSC code : _____

The information submitted by me is correct and if found false, disciplinary action may be taken as decided by the CA. The copy of mark sheet and scan copy of first page of Bank passbook is attached.

Date _____ Signature _____

Place _____ Name of the Student _____

Name of the HoD _____ Signature with Date _____

Handwritten signatures and initials in blue ink.

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Annexure-II



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FINANCIAL ASSISTANCE TO M.TECH AND M.PLAN STUDENTS

UNDERTAKING

I _____ D/o _____ with enrollment no. _____ in program _____ admitted in batch _____ certify that, I am not receiving any scholarship/stipend/financial assistance etc. from any other source from _____ to _____ period. The information submitted by me is correct and if found false, disciplinary action may be taken.

I also undertake that I will not leave the course midway. In case, I leave the course in midway I will deposit the total Financial Assistance drawn by me from the University.

Date _____ Signature _____
Place _____ Name of the Student _____

Alhad *Devi* *Leena* *Aranya*

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ANNEXURE-III



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FINANCIAL ASSISTANCE CLAIM FORM FOR M.TECH/M.PLAN STUDENTS

1. Name of the Student: _____
2. Enrolment No.: _____
3. Department: _____
4. Date of Joining the program: _____
5. Period of last Financial Assistance claimed: _____
6. Period for which Financial Assistance is claimed: _____
7. Amount of Financial Assistance claimed: _____

WORK PROGRESS REPORT

1. Research Progress Outcomes *(attach supporting documents)*

2. Contribution *(attach supporting documents)*
 - (i) Teaching Load

 - (ii) Any other departmental Activities

3. Contributions in the University/Department/Labs development

Undertaking: I hereby give an undertaking that I am not in receipt of any scholarship/stipend/financial assistance from any other source.

Date _____ Signature _____

Place _____ Name of the Student _____

Contd. Page 2/-

Handwritten signatures and marks at the bottom of the page.

Progress Report by the HoD

(Please tick ✓)

Satisfactory

Good

Very Good

Excellent

Unsatisfactory

Remarks:

Empty rectangular box for remarks.

Date

Signature

Place

Name of the HoD

Handwritten signatures and initials at the bottom of the page.