

SOP FOR MANJIREE- DEVINDER SINGH SCHOLARSHIP

References

1. Proposal Letter received from Mr Devinder Singh (2001 Mechanical Engineering Alumnus) and Ms Manjiree Singh through email on 25 Jan 2024.

Appendices

- Appendix 'A' - Scoring Criteria.
Appendix 'B' - Application Form.

INTRODUCTION

1. Mr Devinder Singh (2001 Mechanical Engineering Alumnus) and Ms Manjiree Singh have proposed to award scholarships of total amount of Rs 50,000/- per year to deserving and financially disadvantaged AIT Mechanical Engineering students studying in 2nd, 3rd and 4th year, wef AY 2023-24 onwards.

AIM

2. The aim of this SOP is to lay down the procedure for selection of students for award of scholarship to needy and meritorious Mechanical Engineering students of AIT Pune, instituted by Mr Devinder Singh (2001. Mechanical Engineering Alumnus) and Ms Manjiree Singh.

RECEIPT OF FUND

3. The TPO and Accounts Section will ensure receipt of Rs 50,000/- in College Fund by 31 Jan every year as per the email of Mr Devinder Singh dt 25 Jan 2024.

DISTRIBUTION OF THE SCHOLARSHIP AMOUNT

4. With the above aim, it has been finalized to institute following three scholarships for Mechanical Engineering students and disburse the same in AIT Day :-

(a)	01 x Scholarship for Final-year student	-	Rs 20,000/-.
(b)	01 x Scholarship for Third -year student	-	Rs 15,000/-.
(c)	01 x Scholarship for Second -year student	-	<u>Rs 15,000/-</u>
	Total	-	<u>Rs 50,000/-</u>

QUALIFYING PARAMETERS

5. **Eligibility Criteria.** The broad qualifying parameters for selection of students for award of this scholarship will be as under :-

- (a) Should be studying in 2nd or 3rd or 4th year of Mechanical Engineering at AIT.
- (b) Should have no backlogs.
- (c) Should have scored minimum 6.5 GPA in previous year University examination.
- (d) Minimum attendance to be 75 % in the preceding academic year.
- (e) No involvement in any disciplinary case in AIT or outside.
- (f) Economic criteria will have overbearing weightage.

6. **Precedence.** Following precedence should be followed for award of this scholarship :-

- | | | |
|---|---|-----------|
| <ol style="list-style-type: none"> (a) Wards of martyrs. (b) Wards of widows/divorcee. (c) Wards of retired ORs. (d) Wards of retired JCOs. | } | All Ranks |
|---|---|-----------|

7. Scoring criteria is given at **Appendix `A`**.

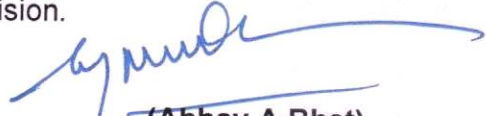
8. Application form to be filled in by the candidate for consideration for award of the subject scholarship is enclosed as **Appendix `B`**. HOD Mech will forward the names of the eligible students to the Scholarship committee. The committee will process the applications for approval of Director.

CONCLUSION

9. The above procedure will be strictly adhered, so that complete transparency in awarding the scholarship is observed. In case of any dispute the point will be referred to the Director by the Scholarship Committee for his decision.

File No : AIT/0013/Sch Policy/Adm
Army Institute of Technology

Date: 31 Jan 2024


(Abhay A Bhat)
Brig
Director

Distribution

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Principal. 2. HOD E&TC. 3. HOD Mech. 4. HOD Comp. 5. HOD IT. | <ol style="list-style-type: none"> 6. HOD ASGE. 7. Registrar. 8. Accounts Section. 9. Office copy. 10. AIT/0012/MDS Sch/Adm |
|---|--|

SCORING CRITERIA : MANJIREE-DEVINDER SINGH SCHOLARSHIP

1. Following criteria will be followed by the Scholarship Committee for evaluation of total score which will be based on Academic performance, annual income and category of parent :-

(a) Academic Performance (Total Score 10 Marks)..

Ser No	Previous SGPA	Score
(i)	6.50 to 7.00	04 Marks
(ii)	7.00 to 7.50	05 Marks
(iii)	7.5 to 8.00	06 Marks
(iv)	8.00 to 8.50	07 Marks
(v)	8.50 to 9.00	08 Marks
(vi)	9.00 to 9.50	09 Marks
(vii)	9.50 to 10.00	10 Marks

(b) Category of Parent (Total Score 10 Marks).

Ser No	Parent's Category	Score
(i)	Wards of Martyr	10 Marks
(ii)	Wards of Widow/ Divorcee	08 Marks
(iii)	Wards of Retired OR	06 Marks
(iv)	Wards of Retired JCO	04 Marks

(c) Total Score out of 20 will be sum of scores based on Academic Performance and Category of Parents.

APPLICATION FORM : MANJIREE- DEVINDER SINGH SCHOLARSHIP

I hereby wish to apply for 'Scholarships to Needy and Meritorious Students of AIT by Mr Devinder Singh and Ms Manjiree Singh' prescribed by AIT. The relevant information is furnished below.

PARTICULARS OF STUDENT
(TO BE FILLED BY STUDENT)

1. Name of student : _____
2. Year: _____ 3. Branch _____ 4. Roll No. _____ 5. Regn No. _____
6. SGPA obtained in the : _____
last academic year (CTC of mark sheet to be enclosed)
7. Whether passed with ATKT? YES / NO : _____
8. Amount of College fees paid & Receipt No. : Rs. _____
Receipt No. _____
9. Details of Parent's Bank into which
Scholarship to be credited.
Name of Bank & Branch with IFS Code _____
A/C No (Saving/Current Account) _____
10. Is / was your father / Mother in Army : _____
(Write 1 for father, 2 for mother)
11. Is / was your father/mother serving : _____
Or retired as on date?
(Write 1 for serving, 2 for retired)
12. Name, Rank, present unit : Name _____

(In case of retired, last unit from
Where retired) of your father or Rank _____
Mother who is or was in Army Unit _____
Details _____
- Home Address : _____

13. Annual Income of parents (Attach proof) Rs _____

14. I have enclosed Photostat copies of (a) College Fee Receipt (b) Marks sheet for last academic year (c) Relevant documents regarding the parent's designation for necessary verification.

15. I further declare that I have not been involved in any disciplinary act concerned with the Institute so far.

(Signature of student)

FOR OFFICE USE

VERIFICATION BY ADMINISTRATIVE OFFICE

16. I have verified the information given in paras 6, 7, 8 and 12 and found it to be correct

- (a) Percentage of Marks
- (b) ATKT (Yes / No)
- (c) College fees (Yes / No)
- (d) Rank of parent (JCO / OR)
- (e) Attendance

(Signature of OS)

(Signature of Registrar)

VERIFICATION BY CONCERNED HOD

17. I hereby certify that the candidate is not involved in any kind of in disciplinary act so far, and his attendance for the preceding semester is more than 75%.

Signature of warden

Signature of HOD Mech

REMARKS OF COMMITTEE CHAIRPERSON

18. Application considered / not considered due to _____

19. Scholarship Rs. _____ recommended.

(Committee Chairperson)

SCHOLARSHIP SANCTIONED / NOT SANCTIONED

Station: Pune

Date :

(Signature of Director)

Note

1. Incomplete application will not be considered.
2. Application will not be considered for those who had not paid full amount of fees.
3. If any of the information supplied by the candidate is found to be incorrect / misleading, he/she may be debarred from availing the scholarship at any stage.