



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

Guidelines for Endowment Scholarship/Award/Medal

**Office of the Dean (Resource & Alumni)
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Guidelines for Institution of Medals, Cash Prize and Scholarship with amendment in Existing Guidelines

1. General Guidelines

1. Medals, Awards and Scholarship shall be instituted on the recommendation of the Senate Scholarship Committee and approval of the Senate.
2. Donations from the following shall only be accepted:
 - a) Alumnus of IT-BHU/IIT (BHU)
 - b) Employee/Pensioners of IIT (BHU) erstwhile IT-BHU and
 - c) Family person or relative of any as mentioned at (a and b)
 - d) Government Agency/Ministry, registered associations.
3. No medal, awards or prize shall be instituted on the basis of cast, creed, colour, religion and any other unconstitutional discrimination.
4. Medal and awards shall be open to UGD, IDD, PG and Ph.D students.
5. Scholarship shall be open to UGD and IDD (up to Sem VIII) Students.
6. The proposal (s) for institution of any medal, awards, scholarships should include the following details in conformity with the aforementioned Institutional Guidelines for institution of the same.
 - (a) Name of the Donor
 - (b) Name of the Scholarship/Medal/Award
 - (c) Amount of Corpus
 - (d) Brief description about the intent for institution of scholarship.
 - (e) Terms and Conditions

2. Guidelines for Institution of Medal:

1. Minimum Corpus amount from an individual shall be Rs. 5 Lakhs however for others* it shall be Rs. 10 Lakhs. The amount of endowment shall proportionately increase in case of increase in number of award.
2. Amount of corpus shall be valid for 5 years (since date of its incorporation) and afterwards it shall be reviewed for any hike in the corpus fund.

3. Guidelines for institution of scholarship:

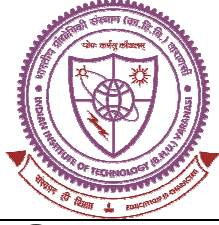
1. In principle, Scholarship should be instituted for scoring high CPI by Students from lower income group (say students having household income up to Rs. 5 Lakh/per annum)
2. Scholarships can be instituted vide two modes i.e. Either by creation of Endowment or on direct payment basis. Terms and Conditions of the both are as follows:

*Other than individuals, i.e. trust, organizations, agencies etc.

- a) **Recurring Scholarship:** The minimum amount of Scholarship will be Rs. 3,000 per month for at least 10 months in an Academic Year. The amount of endowment shall proportionately increase in case of increase in number of award and or/quantum. The Minimum Endowment amount for individual donor shall be Rs. 30.00 Lakh whereas for others it shall be Rs. 50.00 Lakh.
- b) **One time award Scholarship:** It will be reimbursement of half or full amount of tuition fee of the student after successful registration of the student in each semester. Amount of the endowment shall be decided by Senate Scholarship Committee of the Institute for this purpose.
3. There shall be to modes of payments of scholarship:
 - a. **Payment by the Institute:** the donor shall pay the endowment funds to the Institute and Institute will invest the same rationally. Institute will prepare the bill and pay the scholarship out of interest earned on endowment funds a the end of each semester
 - b. **Payment by the Donor:** The donor need not institute any endowment fund. The donor shall pay or reimburse the scholarship amount directly to the student account with intimation to the Institute.
4. Amount of Endowment shall be valid for 5 years (since date of its incorporation and afterwards it shall be reviewed for any hike in the endowment as rate of interest are continuously having a declining trend.

4. Guidelines for Institution of Cash Prize:

1. Minimum amount of Cash Prize shall be Rs. 15,000/-
 2. Minimum Corpus Amount from individual shall be Rs. 5 Lakh (for Cash Prize of Rs. 15000/-). For others the minimum shall be Rs. 10.00 Lakh for (Cash Prize of Rs. 15,000/-). The amount of endowment shall proportionately increase in number of award.
 3. Amount of corpus shall be valid for 5 years (since date of its incorporation) and afterwards it shall be reviewed for any hike in the corpus.
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Proposal for donation (To be filled by the donor)

Donation for Specific Purpose/General Purpose/Endowment Fund: Scholarship/ Cash Award/Medal

1. Details of the Donor

1.1 Name (in Block Letters)

First Name	Middle Name	Surname

1.2 Complete Address

PINCODE _____

1.3 Email address :

1.4 Telephone No. : Land line

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 Mobile No.

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1.5 If Alumnus/Alumna of the Institute, kindly indicate the name of the Department, course and year of completion:

2. Terms and conditions of the donation

P.T.O.

(2)

3. Whether the proposed scholarship/medal is to be paid out of interest amount (i.e an Endowment is created) or is it to be paid out of the amount of donation.

3.1. To create an endowment (tick one) _____ Yes _____ No.

3.2 Kindly specify (Tick one)

Scholarship to be paid out of interest earned

or

Scholarship to be paid out of amount of donation

4. Date of commencement of the proposed scholarship/Cash Award/Medal.

The earliest opportunity

or

The next opportunity after one year when interest would have come.

5. Any other remarks_____

Date _____

Signature_____