



UNIVERSITY OF HYDERABAD

*O/o. the Dean, Students' Welfare
Fellowships & Scholarships Section*

No. UH/DSW/F&S/UoH-SA/2023/308

Date: 11.09.2023

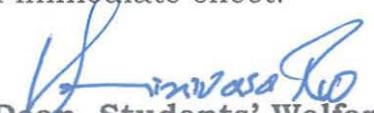
CIRCULAR

Sub: Circulation of revised guidelines for University of Hyderabad
Students' Assistance (UoH-SA) – Reg.

Ref: 1) Existing UoH-SA Guidelines dated 14.08.2019.

2) The Vice-Chancellor's approval dated 04.09.2023.

The guidelines for University of Hyderabad Students' Assistance (UoH-SA) have been revised with the approval of the Competent Authority. The revised guidelines are hereby circulated for the information of all stakeholders of the University. These guidelines shall be implemented with immediate effect.


Dean, Students' Welfare

11/9/23

Encl: Revised UoH-SA guidelines attached

To.

- 1) All Deans of the Schools – for circulation among Departments / Students
- 2) OSD to VC
- 3) SO to Registrar
- 4) PS to Finance Officer
- 5) PA to Controller of Examinations
- 6) Webmaster – with a request to upload the Circular on the University website, under the tab: "Fellowships Updates".
- 7) Director, CC&CNF – with a request to distribute the Circular to all students of the University via GApps.



UNIVERSITY OF HYDERABAD

O/o. Dean, Students' Welfare
Fellowships & Scholarships Section

No. UH/DSW/F&S/2023/

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GUIDELINES FOR UNIVERSITY OF HYDERABAD STUDENTS' ASSISTANCE (UOH-SA)

1. INTRODUCTION

The following guidelines outline the process for sanctioning University of Hyderabad Students Assistance (UoH-SA) at Rs. 1000/- per month (pro-rata basis) for a maximum of 1200 students (600 Freshers and 600 Ongoing students) pursuing Integrated Master' and Master' Programs at the University. These students should be enrolled and registered for both the Monsoon Semester (July-December) and Winter Semester (January-June), completing their Semester Registration before the last date (even with a fine).

2. ELIGIBILITY

- i. The applicant's parental income shall be less than eight lakhs in the preceding financial year.
- ii. The student shall complete their semester registration before the stipulated last date of semester registration (*including a fine*).
- iii. The applicant shall achieve at least 70 points out of the 100-point score prescribed under Point No. 4 of these guidelines.
- iv. The applicant should have a minimum of 75% attendance in each academic year semester.
- v. The student who receives other financial assistance, scholarship, or fellowship from other sources (State/Central) is not eligible.
- vi. Any disbursed UoH-SA amount shall be refunded to the University if a student withdraws or discontinues from the programme.
- vii. The student pursuing the course a second time, including the re-admitted student, is not eligible.
- viii. The students who had backlog/s in the previous semester or were promoted through supplementary exams are not eligible.
- ix. The applicant should apply through the proper channel, i.e., the Head and Dean of the Academic Unit, before the deadline with necessary enclosures, including a copy of SBI bank account details.
- x. Any proven charge allegations of misbehaviour or misconduct towards fellow students, faculty, non-teaching personnel, or service providers on campus will result in disqualification for both application and continuation of UoH-SA. Recipients of UoH-SA must uphold a satisfactory academic trajectory throughout their course.

3. APPLICATION PROCEDURE

Eligible students who meet the eligibility criteria should apply in the prescribed format (a copy is enclosed) along with the required documents. These documents should be duly certified and forwarded by the respective Head and Dean to the Fellowships & Scholarships Section before the notification's due date. A notification shall be issued once a year, i.e., after the completion of admissions for the academic year.

4. SELECTION PROCEDURE

The sanction of UoH SA will be based on the following four components and their respective points on a 100-point scale, as outlined below.

I	Economic Background	50 points
II	Merit in the qualifying examination	30 points
III	Backward Region / District (as per the Govt. of India notifications)	10 points
IV	Social Background	10 points

- I. Points for Economic Background will be awarded as per the table below:

Economic Background (Points): 50 points		
Sl. No	Annual Income	No. of points
1	Less than Rs. 40,000/-	50
2	Rs. 40,001/- to Rs. 80,000/-	47.5
3	Rs. 80,001/- to Rs. 1,20,000/-	45
4	Rs. 1,20,001/- to Rs. 1,60,000/-	42.5
5	Rs. 1,60,001/- to Rs. 2,00,000/-	40
6	Rs 2,00,001/- to Rs 2,40,000/-	37.5
7	Rs. 2,40,001/- to Rs. 2,80,000/-	35
8	Rs. 2,80,001/- to Rs. 3,20,000/-	32.5
9	Rs. 3,20,001/-to Rs. 3,60,000/ -	30
10	Rs. 3,60,001/- to Rs. 4,00,000/-	27.5
11	Rs. 4,00,001/- to Rs. 4,40,000/-	25
12	Rs. 4,40,001/- to Rs. 4,80,000/-	22.5
13	Rs. 4,80,001/- to Rs. 5,20,000/-	20
14	Rs. 5,20,001/- to Rs. 5,60,000/-	17.5
15	Rs 5,60,001/- to Rs. 6,00,000/-	15
16	Rs. 6,00,001/- to Rs. 6,40,000/-	12.5
17	Rs. 6,40,001/- to Rs. 6,80,000/-	10
18	Rs. 6,80,001/- to Rs. 7,20,000/-	7.5
19	Rs. 7,20,001/- to Rs. 7,60,000/-	5
20	Rs. 7,60,001/- to Rs. 8,00,000/-	2.5

A valid Income Certificate of the parent for the previous financial year is mandatory. The Income Certificate issued by the Tehsildar / Mandal Revenue Officer / equivalent Government Officer shall only be considered for the sanction of UoH-SA.

- II. Points for Merit based on the strength (percentage/grade) of performance in the qualifying examination will be awarded as per the table below:

Qualifying Exam for Freshers: 30 Points (for Int. PG – Class XII / Intermediate; for PG – Degree)		
Sl. No	Percentage of Marks / Grade	No. of points
1	96% to 100%	30
2	91% to 95%	27.5
3	86% to 90%	25
4	81% to 85%	22.5
5	76% to 80%	20
6	71% to 75%	17.5
7	66% to 70%	15
8	61% to 65%	12.5
9	56% to 60%	10
10	51% to 55%	7.5
11	Below 50%	5

Copy of the Marks Memo of the previous qualifying examination is mandatory. For Integrated PG students, qualifying marks obtained in XII / Intermediate/diploma are applied per the prospectus. For PG students, it applies based on the marks obtained in the Degree.

*Note: The CGPA to percentage formula is CGPA multiplied by 9.5. For example, if a student has a CGPA of 8.4, the equivalent percentage would be $8.4 * 9.5 = 79.8\%$.*

Ongoing Students: 30 Points (previous semester marks of UoH)		
Sl. No	Percentage of Marks / Grade	No. of points
1	Grade Points x 3 points (ex: Grade Point 10 x 3 points = 30)	30

Copy of the Marks Memo of the previous semester examination of UoH is mandatory.

- III. Points for Backward Region / District shall be awarded as per the below table:

Backward Region / District (Points): 10		
Sl. No	Backward Region / District	No. of points
1	If the student belongs to a Backward Region / District	10
2	If the student does not belong to the Backward Region / District	0

Copy of the Aadhar Card/ Nativity certificate mentioned the Backward District Name is essential to consider the above points.

- IV. Points for Social Background shall be awarded as per the below table:

Social Background (Points: 10)		
Sl. No	Category	No. of points
1	Scheduled Tribe (ST)	10
2	Scheduled Caste (SC)	7.5
3	OBC	5
4	Others	2.5

A Copy of the Caste Certificate (in the prescribed format) issued by the Tehsildar / Mandal Revenue Officer / equivalent Government Officer. OBC students who fail to submit their caste certificate in the Govt. of India format will be treated as "General".

5. ASSISTANCE & TENURE

- i. The UoH-SA shall be paid at Rs. 1,000/- per month (on a pro-rata basis) for the period from the date of commencement of classes until the last date of the end semester exams of the semester, for a maximum period of 5 months in a semester.
- ii. Sanctions and payments are contingent upon the availability of funds within a given financial year.
- iii. Payments are regulated in the financial year structure rather than an academic year structure, allowing the University the option to distribute them in installments rather than semester-wise.
- iv. Before disbursing the UoH-SA assistance, the University is authorized to adjust / deduct the amount against any pending mess dues of the students, duly obtaining confirmation from the Chief Warden's Office.

6. DOCUMENTS REQUIRED

Applicants must submit the following documents along with their application:

- i. Copy of the Admit Card by the fresher and a semester registration card by the ongoing student.
- ii. A copy of the latest Caste Certificate (in the prescribed format) issued by the Tehsildar / Mandal Revenue Officer / equivalent Government Officer. OBC(non-creamy layer) students who fail to submit their caste certificate in the Govt. of India format shall be treated as "General".
- iii. A copy of the valid Income Certificate of the parent for the previous financial year duly issued by the Tehsildar / Mandal Revenue Officer / equivalent Government Officer.
- iv. A copy of the Aadhar Card (mentioning the Backward District Name) or Nativity Certificate for claiming the Backward Region / District.
- v. A fresher shall submit a copy of the Marks Memo (Class XII / Intermediate / Degree / Diploma as per the requisite qualification mentioned in the prospectus for getting admission into a course.
- vi. The ongoing student shall enclose a copy of the Marks Memo of the previous semester of UoH.
- vii. A Passbook copy of the SBI Savings Bank Account

7. SCRUTINY AND PROCESS

- i. The applications of eligible students shall be certified by the concerned Head of the Department and Dean of the School to ensure that the student is eligible for UoH SA as per the prescribed guidelines. The student should be registered for the current semester and have active on-roll semester registration status with maintaining a monthly attendance of more than 75%. Subsequently, the students shall apply with all necessary enclosures to the Fellowships & Scholarships Section for scrutiny and further processing.

- ii. Upon receiving the applications, the Fellowships & Scholarships Section will verify the eligibility criteria and enclosed documents before accepting them. Subsequently, the applications will be submitted to the Centralized Screening Committee, constituted by the Competent Authority. The committee will assess and provide recommendations. Incomplete and non-eligible applications will not be recommended for the sanction of UoH SA. The Centralized Screening Committee will ensure a fair and transparent process.
- iii. After thorough scrutiny as per the guidelines, the minutes of the Centralized Screening Committee, containing a selected list of students (who have scored more than 70 points out of the prescribed 100 points), will be submitted for approval to the Competent Authority.
- iv. If more applications are received, a higher benchmark on a 100-point scale is applied by the committee to restrict the assistance within the availability of funds in a financial year.
- v. Mere fulfilling the criteria may not have any right to get financial assistance.

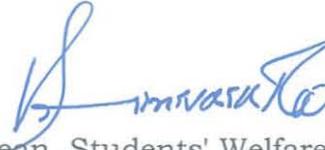
8. CENTRAL SCREENING COMMITTEE

For this purpose, a Central Screening Committee, constituted by the Competent Authority, shall meticulously review all the applications and recommend a selected list for approval.

Composition of the Committee:

- | | |
|--|------------|
| 1. Dean, Students' Welfare | - Chairman |
| 2. Deputy Dean, Students' Welfare -1 | - Member |
| 3. A representative from the Registrar's Office | - Member |
| 4. A representative from Finance & Accounts | - Member |
| 5. A representative from Academics & Exams | - Member |
| 6. Special Invitee from Schools (as per requirement) | - Member |
| 7. Deputy Dean, Students' Welfare -2 | - Convener |

In instances where any aspects, procedures, or norms are not covered within these guidelines or if there exists any ambiguity within the existing guidelines, the aforementioned Committee is authorized to propose additional procedural measures or guidelines, for the approval of the Competent Authority from time to time.


Dean, Students' Welfare 11/9/23

List of Backward Regions (District) in India as per NITI Aayog

Sl.No	Name of the State	District Name
1	Andhra Pradesh	Visakhapatnam
2	Andhra Pradesh	Vizianagaram
3	Andhra Pradesh	Y.S.R.
4	Arunachal Pradesh	Namsai
5	Assam	Dhubri
6	Assam	Baksa
7	Assam	Darrang
8	Assam	Goalpara
9	Assam	Udalguri
10	Assam	Barpeta
11	Assam	Hailakandi
12	Bihar	Gaya
13	Bihar	Jamui
14	Bihar	Purnia
15	Bihar	Katihar
16	Bihar	Banka
17	Bihar	Sitamarhi
18	Bihar	Nawada
19	Bihar	Begusarai
20	Bihar	Sheikhpura
21	Bihar	Khagaria
22	Bihar	Araria
23	Bihar	Aurangabad

List of Backward Regions (District) in India as per NITI Aayog

Sl.No	Name of the State	District Name
24	Bihar	Muzaffarpur
25	Chhatisgarh	Korba
26	Chhatisgarh	Uttar Bastar Kanker
27	Chhatisgarh	Bijapur
28	Chhatisgarh	Narayanpur
29	Chhatisgarh	Mahasamund
30	Chhatisgarh	Kondagaon
31	Chhatisgarh	Sukma
32	Chhatisgarh	Bastar
33	Chhatisgarh	Dakshin Bastar Dantewada
34	Chhatisgarh	Rajnandgaon
35	Gujarat	Narmada
36	Gujarat	Dohad
37	Haryana	Mewat
38	Himachal Pradesh	Chamba
39	Jammu & Kashmir	Kupwara
40	Jammu & Kashmir	Baramula
41	Jharkhand	Chatra
42	Jharkhand	Palamu
43	Jharkhand	Dumka
44	Jharkhand	Pashchimi Singhbhum
45	Jharkhand	Gumla
46	Jharkhand	Ranchi

List of Backward Regions (District) in India as per NITI Aayog

Sl.No	Name of the State	District Name
47	Jharkhand	Ramgarh
48	Jharkhand	Giridih
49	Jharkhand	Lohardaga
50	Jharkhand	Hazaribagh
51	Jharkhand	Bokaro
52	Jharkhand	Pakur
53	Jharkhand	Purbi Singhbhum
54	Jharkhand	Simdega
55	Jharkhand	Sahibganj
56	Jharkhand	Latehar
57	Jharkhand	Khunti
58	Jharkhand	Garhwa
59	Jharkhand	Godda
60	Karnataka	Raichur
61	Karnataka	Yadgir
62	Kerala	Wayanad
63	Madhya Pradesh	Barwani
64	Madhya Pradesh	Damoh
65	Madhya Pradesh	Chhatarpur
66	Madhya Pradesh	Vidisha
67	Madhya Pradesh	Khandwa (East Nimar)
68	Madhya Pradesh	Singrauli
69	Madhya Pradesh	Rajgarh

List of Backward Regions (District) in India as per NITI Aayog

Sl.No	Name of the State	District Name
70	Madhya Pradesh	Guna
71	Maharashtra	Gadchiroli
72	Maharashtra	Osmanabad
73	Maharashtra	Washim
74	Maharashtra	Nandurbar
75	Manipur	Chandel
76	Meghalaya	Ribhoi
77	Mizoram	Mamit
78	Nagaland	Kiphire
79	Odisha	Kandhamal
80	Odisha	Balangir
81	Odisha	Nabarangapur
82	Odisha	Dhenkanal
83	Odisha	Malkangiri
84	Odisha	Rayagada
85	Odisha	Nuapada
86	Odisha	Kalahandi
87	Odisha	Gajapati
88	Odisha	Koraput
89	Punjab	Moga
90	Punjab	Ferozpur
91	Rajasthan	Sirohi
92	Rajasthan	Karauli

List of Backward Regions (District) in India as per NITI Aayog

Sl.No	Name of the State	District Name
93	Rajasthan	Dhaulpur
94	Rajasthan	Jaisalmer
95	Rajasthan	Baran
96	Sikkim	West District
97	Tamilnadu	Ramanathapuram
98	Tamilnadu	Virudhunagar
99	Telangana	Asifabad (Adilabad)
100	Telangana	Bhoopalapalli (Warangal)
101	Telangana	Bhadradri-Kothagudem
102	Tripura	Dhalai
103	Uttar Pradesh	Bahraich
104	Uttar Pradesh	Sonbhadra
105	Uttar Pradesh	Chandauli
106	Uttar Pradesh	Siddharthnagar
107	Uttar Pradesh	Shrawasti
108	Uttar Pradesh	Fatehpur
109	Uttar Pradesh	Balrampur
110	Uttar Pradesh	Chitrakoot
111	Uttarakhand	Hardwar
112	Uttarakhand	Udham Singh Nagar