



Central University of Himachal Pradesh

(ESTABLISHED UNDER CENTRAL UNIVERSITIES ACT 2009)

Dharamshala, Himachal Pradesh-176215



NAAC Criterion-V

Key Indicator –5.1.1

1) Policy documents of HEI for award of scholarship and free ship

5.1.1Evidences



**Central University of Himachal Pradesh, Dharamshala,
Kangra**



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Regulation No. 10

Award of Freeships (Full Freeships/Half Freeships/ Fee Concession) to Full Time Regular Students of the Central University of Himachal Pradesh

1. These Guidelines are issued subject to the provisions contained in the Ordinance No. 32 dealing with the award of Full-Freeships/ Half-Freeships/ Fee Concession to the full-time Regular students of the University.

Extent of the Award

2. Award of Free-ship shall mean and include exemption from the payment of all fees chargeable by the University on per credit basis, as notified in the prospectus, and shall also include exemption from professional development fee charged by the University. This benefit will be reduced to half in case of Half-Free-ships.

Number of Freeships

3. The total number of Full-Freeships shall be restricted to a maximum of 20 percent of the students enrolled in a particular programme of studies. For the purpose of computation two Half-Freeships shall be considered equivalent to one Full Freeship.

Minimum Eligibility

4. An applicant, in order to eligible to receive Freeship must meet the following eligibility conditions:
 - a. Must be a Bonafide student of the University enrolled in UG/PG programme.
 - b. His/Her family income from all sources must not exceed Rs. 5.000 lakhs per year.
 - c. Must not be receiving scholarship(s)/financial assistance(s) from any other source.
 - d. Students enrolled in the 1st semester must have a minimum of 55% marks in the qualifying examination.
 - e. Students enrolled in the 3rd/5th semester must have scored a minimum of 55% Marks (B+ Grade) in the combined merit of previous semesters (B+ Grade) and that he/she must have successfully completed all the courses taken by him/her in the previous semesters. Besides, his/her conduct should be satisfactory and they should not be involved in any activity that vitiates the academic environment of the university. Further, he/she must have scored a minimum of 75% mandatory attendance in all the courses taken during previous semester.

Procedure to be followed

5. Students who have been granted Free-ships/Half Free-ships in the previous academic year of CUHP are also eligible to apply again when fresh applications are invited. Their Free-ships/Half Free-ships shall not be renewed automatically in the following year.
6. Applications for Free-ships/Half Free-ships shall be invited within 30 days from the date of commencement of the semester or by such other date as notified by the Dean.

7. Eligible and interested students shall submit their applications to the office of the Head of the Department/ Director of the Centre concerned, on the prescribed form along with:

- Income certificate duly issued by the competent authority i.e. the revenue authority of the Tehsil (Tehsildar/Magistrate) to which the applicant belongs.
- Self attested photocopy of Marks Sheets of qualifying examination (in case of first semester students).
- Self-attested photocopies of the Marks Sheets / Grade cards of previous semesters (in case of the 3rd/5th Semester students) to the office of the Head of the Department/ Director of Centre on or before the last date for submission of applications.

8. Applications submitted without the income certificate duly issued by the competent revenue authority shall be liable for rejection.

9. The Head of the Department/Director of Centre after verifying the documents in the light of the eligibility criteria alongside the conduct of the student, and also the progress based on his continuous comprehensive evaluation during 1st and 2nd semesters, shall forward such applications to the Dean.

10. Free-ships shall be granted by the Dean of the concerned School on the recommendations of the Committee consisting of the following: -

- Dean of the School - Chairman
- Head of the Department/Director of the Centre
- One student representative from each Department/Centre of the School to be nominated by the Vice-Chancellor on the recommendation of the Dean

11. The Dean of the concerned School shall notify the list of students of the School who are granted Free-ships/Half Free-ships within 30 days from the last date of receipt of applications.

Criteria for Grant of Free-ships/Half Free-ships

12. Grant of Free-ship shall be awarded on the basis of the combined score of merit and means to the most deserving top 20 percent of the students enrolled in a programme of studies computed as under: -

Merit Criteria		Means Criteria	
Range of percentage of marks as applicable	Points	Range of Family income (Rs. in Lakh)	Points
55 - 59.99	01	Less than 1.00	09
60 - 64.99	02	1.00 - 1.4999	08
65 - 69.99	03	1.50 - 1.9999	07
70 - 74.99	04	2.00 - 2.4999	06
75 - 79.99	05	2.50 - 2.9999	05
80 - 84.99	06	3.00 - 3.4999	04
85 - 89.99	07	3.50 - 3.9999	03
90 - 94.99	08	4.00 - 4.4999	02
95 & above	09	4.50 - 5.0000	01

13. In case of a tie preference shall be given to a candidate who's points on Means criteria are higher. In case of a further tie, preference shall be given to a woman candidate. In case of a tie even after this, the committee may recommend Half Free-ships to some of the applicants strictly according to the merit list prepared in view of the above mentioned criteria. However, the total amount of Free-ships awarded shall not exceed 20 percent of the total students enrolled in a programme of studies.

Cancellation of Free-ship

14. Free-ship/Half Free-ship of a student may be cancelled anytime if he/she is involved in any activity amounting to indiscipline, or if her/his conduct or progress in studies is found to be unsatisfactory, or if any document that he/she has submitted to claim Free-ship is found to be forged/spurious at any point in time.
15. If a student drops any course or fails in any course, the Free-ship shall be discontinued for the following semester.

Fee Concession for Differently-abled Students

16. Visually challenged students shall be exempted from payment of Tuition Fees and Professional Development Fees chargeable by the University, if any.
17. Physically challenged Students shall be exempted from the payment of Tuition Fees.
18. Differently-abled students shall also be eligible to apply for Free-ships.

Fees Concession for SC/ST/Kashmiri Migrant Category

19. Fees concession for SC/ST/Kashmiri migrant students and students from any other category shall be applicable as per Government of India directives.

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