

ORDINANCE-VI

ORDINANCE ON AWARD OF SCHOLARSHIPS

Approved by

The Board of Governors

Vide Resolution No. R9.2/BOG-VI/14 dated 18th July, 2014

&

The Senate

**Vide Resolution No. R13/SENATE-III/14 dated 16th June, 2014
,Amended R7/SENATE-XIII/17 and R7/SENATE-XVI/18**

ORDINANCE-VI

ORDINANCE ON AWARD OF SCHOLARSHIPS

Preamble:

Scholarships/ free studentship are awarded to students at the undergraduate level with the objective of either to encourage high performing students or to assist needy but potential candidates to pursue their higher studies. At the postgraduate levels scholarships are awarded to full-time students to give them economic freedom for carrying out their studies without being dependent on others. This ordinance specifies the scholarships offered by the Institute at various levels.

A. General Rules for Scholarship/ free studentship:

1. For the award and continuance of a scholarship/ free studentship a student must satisfy the following:
 - a. Minimum scholastic performance and other eligibility conditions
 - b. Minimum prescribed attendance for the programme
 - c. Not subjected to any disciplinary action
 - d. Not placed under academic probation

Eligibility of a student to continue receiving a scholarship shall be reviewed at the end of every semester as per the criteria for the scholarship/ free studentship.

2. A student shall be eligible for only one scholarship/ free studentship at a time.

B. Doctoral Scholarship:

1. Every full-time scholar* admitted to the Ph. D. programme, not receiving any other scholarship, stipend, salary etc., shall receive a scholarship as per MHRD norms.
2. The scholar shall be required to assist the department/ centre/ institute in teaching, evaluation and any other activity up to 10 hours per week as prescribed by the department/ centre concerned.

* In case of Science/ Humanities disciplines the candidate must be GATE/ NET qualified to be eligible for receiving a scholarship.

3. i) Personal Leave (20 days):

The student shall be eligible for 20 days of leave in a year with the approval of the head of the department at the recommendation of his/ her faculty adviser. To avail leave the scholar will be required to apply in advance in prescribed form. A maximum of 5 days of such leave is allowed to avail at a stretch if a student having any teaching assignment. Form 1B (a) to be used for this purpose. The exclusion of Saturdays, Sundays or holidays falling between the leave period is considered provided if the leave period is not greater than 5 days at a stretch.

ii) Medical Leave (15 days):

Scholar can avail medical leave in prescribed Form 1B (b). Medical leave will be considered on case to case basis with the approval of the Head of the Institute on recommendations of the Supervisor/Faculty Advisor/HoD/Dean (AA). A Scholar can avail maximum medical Leaves in a year is 15 days. Excess to 15 days will shift the minimum time for his/her Thesis Submission to (Days of Excess Medical Leave X2) days.

iii) Unauthorized Leave:

If any unauthorized leave is taken by scholar then, minimum time for submission will be as tabulated in PhD regulation (Sec IV-8.1) + (No. of non-entitled leave X 2) days.

iv) Academic Leave (20 days):

Scholars can avail Academic Leaves only after the completion of 2nd Semester. Academic leave may be permitted to students to attend conferences/ seminars/ workshops/ trainings/ short-term courses/field trips for data collection, survey etc. A maximum of 20 days of academic leave is permissible in a calendar year. Form 1B(c) to be used for this purpose. Dean (AA) sanctions academic leaves on recommendation of the Supervisor/ Faculty Advisor/HoD.

v) Academic Leaves (more than 20 days):

Academic leave of more than 20 days but up to a maximum of 12 months is also permissible to carry out part of the research in another institute/ R&D Lab/ industry in India or abroad. For sanction of such a leave, a letter of consent from the host organization shall be required. Form 1B (b), to be used for this purpose. Academic leaves of more than 20 days will be sanctioned by the Head of the Institute on recommendation of the Supervisor/ Faculty Advisor/HoD/Dean (AA).

vi) Maternity Leave:

Female scholars shall be eligible for maternity leave up to six months once during the PhD programme. The Head of the Institute sanctions maternity/ paternity leave on

recommendation of the Head of the Department/Centre and submission of a certificate from a Recognized Medical Officer /Medical Officer of the institute. . Form 1B (b) to be used for this purpose.

vii) Paternity Leave:

Male scholars shall be eligible for 15 days paternity leave only once during the PhD Programme. The Head of the Institute sanctions paternity leave on recommendation of the Head of the Department/Centre and submission of a certificate from a Recognized Medical Officer /Medical Officer of the institute. Form 1B (b) to be used for this purpose.

C. M. Tech Scholarship:

1. Every full-time student with valid GATE score admitted to the M. Tech. programme, not receiving any other scholarship, stipend, salary etc., shall receive a scholarship as per MHRD norms.
2. The students receiving M. Tech. scholarship shall be required to serve the department/institute as teaching assistant for up to 6 hours per week.

3. i) Personal Leave (20 days):

The student shall be eligible for 20 days of leave in a year with the approval of the head of the department at the recommendation of his/ her faculty adviser. To avail leave the scholar will be required to apply in advance in prescribed form. A maximum of 5 days of such leave is allowed to avail at a stretch if a student having any teaching assignment. Form 1B (a) to be used for this purpose. The exclusion of Saturdays, Sundays or holidays falling between the leave period is considered provided if the leave period is not greater than 5 days at a stretch.

ii) Medical Leave:

Scholar can avail medical leave. Medical leave will be considered on case to case basis with the approval of the Head of the Institute on recommendations of the Supervisor/Faculty Advisor/HoD/Dean (AA). Form 1B (b) to be used for this purpose. A Scholar can avail maximum medical Leaves in a year is 15 days.

iii) Academic Leave:

PG Students can avail Academic Leaves only after the completion of 2nd Semester with the approval of the Head of the Institute on recommendations of the Supervisor/Faculty Advisor/HoD/Dean (AA).

D. B. Tech Scholarships:

a. Merit Scholarship:

1. There shall be a scholarship of 40% of the tuition fee amount awarded to top 5% B. Tech students in a batch based on the CGPA achieved in the previous semester.
2. The scholarship shall be awarded from the 2nd semester onwards up to the 8th

semester.

3. To be eligible the student must secure a CGPA of 8.5 or above.
4. A student receiving the scholarship for the entire duration of the programme starting from the 2nd semester shall be awarded a certificate of merit.

b. Merit cum Means Scholarship:

1. There shall be a scholarship of 40% of the tuition fee amount awarded to up to 5% of the B. Tech students in every batch who come under the non-creamy layer and are able to maintain a CGPA of 7.0 or above.
2. The scholarship shall be awarded from the 2nd semester onwards up to the 8th semester.
3. The list of students to be awarded the merit cum means scholarship shall be decided by a selection committee comprising the Dean of Students Welfare as the Chairman and the Heads of the Engineering Departments as its Members. The selection shall be from among the eligible candidates based on a score (S) computed as below:

$$S = 0.5 \times CGPA + 0.5 \times IS$$

where, $IS = 10 \times L/I$, L being the lowest reported income of the eligible candidates parents/guardians and I being the parent/guardian's income of the student concerned.

E. Financial support for research scholars to attend international conferences outside of India:

A Ph.D scholar can attend maximum three conferences including one international (abroad) conference /workshop during his/her Ph.D tenure at NIT Meghalaya as below

Conference/Workshop in India
Student registration fee+ 3AC train fare by shortest route to the conference location + Rs 450/- for accommodation on conference/workshop days plus one day.
Conference/Workshop outside of India
30% of total expenditure (Registration +Air-travel+ Accommodation) /Rs.50,000/- whichever is less, will be reimbursed. The institute shall provide (interest free) loan facility with maximum limit of Rs. 1,00,000/-only, apart from the institute financial support mentioned above, to encourage the Ph.D scholars for attending International conferences held abroad. The scholars must pay-back the amount taken as loan to institute after receiving fund from any agency or bear by himself / herself.