

ORDINANCE ON GRANT OF FREESHIPS TO STUDENTS

(Under Section 24(h) of SVSU Act)

1. The Dean of Students Welfare (DSW) on the recommendation of a Committee consisting of the following shall grant free-ships up to the percentage which may be prescribed by the University in this regard:
 - i) DSW-Chairperson;
 - ii) Deans/Heads of concerned Faculty/Departments/Centres of the University;
 - iii) Two students (one male & one female) from the University to be nominated by the Vice-Chancellor on the recommendation of the DSW (preference may be given to the students availing benefit of free-ship).
2. If number of applicants for free-ships is more than the number of free-ships available, the committee referred to in sub-clause (i) may recommend half free-ships to some of the applicants so that the total of free-ships does not exceed the prescribed percentage.
3. Applications for concession in fees shall be submitted on the prescribed form to the Dean of the School concerned through the Head of the Department/Centre latest by 31st August or by such other date as may be specified by the Dean Students Welfare. Applications received after that date shall not ordinarily be entertained.
4. The following factors shall be taken into account while making recommendation on the applications of students for grant of free-ships:
 - i) Academic record of the student;
 - ii) His/her progress in studies in the case of renewal of freeships;
 - iii) His/her financial position; and
 - iv) Any other factor such as natural calamity, pandemic etc., which the committee may consider relevant shall also be recorded.

The list of students to whom concessions have been awarded shall ordinarily be notified as early as possible but not later than 31st December of the year.

NOTE: The student should fulfil the means criteria and in order to prove the means criteria, the student is required to submit Income Certificate issued by the competent authority on their prescribed format, clearly indicating the annual income from all sources with separately indicating the sources of income of their parents/guardians. Any deliberate falsification in the Income Certificate and/or other enclosed documents with the application discovered at any stage will be considered as a grievous offence and may invite serious disciplinary action under the rules of the University.

5. Free-ships granted during the academic year shall not be renewed automatically in the following year. The students in need of such concession shall submit fresh applications every year, which shall be considered along with new applications received in the year.
6. A free-ship granted to a student may be cancelled if his/her conduct or progress in studies is found to be unsatisfactory or if his/her financial condition improves and he/she is no longer in need of fee concession.
7. The fee concession (free-ship/half-free-ship) is confined to tuition fees of that particular academic year only. However, in exceptional cases the committee may also recommend to provide assistance for other charges/dues in addition to the free-ship of tuition fee.
8. If a student, who has been sanctioned free-ship/half free-ship, has already paid the fees, the fee may be reimbursed. If, the student has not paid the fees, the fee concession shall be adjusted towards fees and any other dues.
9. In exceptional cases mentioned in serial no. 4(iv) above may be considered in special meeting(s) of the committee as and when required irrespective of above-mentioned time frame.