



**PONDICHERRY UNIVERSITY**  
**PUDUCHERRY**

**Dr.M. Ramachandran**  
**REGISTRAR ( i/c)**

**Bharat Rathna Dr. B.R. Ambedkar,**  
**Administrative Bldg., R.V. Nagar,**  
**Kalapet, Puducherry – 605 014.**

No. PU/ACA/Aca-6/PG Schol/2016-17/115

Date 06.01.2017

**CIRCULAR**

Sub: Claiming of PG Scholarship- Reg.

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It has been noticed that there has been a long delay in the sanction/ disbursal of various scholarships to the PG students (Merit, Merit Cum Means etc.) mainly due to the delay in receipt of the proposals from departments /centres, concerned.

In order to eliminate the delay and facilitate timely claim of PG scholarships, the following schedule is prescribed for receipt of the scholarship proposals

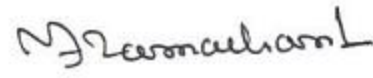
**Odd Semester -31<sup>st</sup> August of the Academic Year concerned**

**Even Semester -31<sup>st</sup> January of the Academic Year concerned**

The claim format is enclosed herewith. All the Heads of Departments / Centres are hereby requested to send the Scholarship claims in the prescribed format, as per the above schedule.

Those departments who have not submitted the application for claiming PG Scholarship in the previous semester (2014-15 (unclaimed scholarship), 2015-16 Entrance, I Semester, II semester and 2016-17 Entrance) are directed to send the same to Academic Section within a week from the date of publication of this circular.


The names of the students who are awarded the scholarships will be displayed by Academic Section in the University website, within 15 days i.e latest by 15<sup>th</sup> September /15<sup>th</sup> February of each year for the claim received upto 31<sup>st</sup> August /31<sup>st</sup> January of the year concerned.

  
**REGISTRAR (i/c)**

Encl: As above

To All the HODs/Centre Heads /Coordinators, concerned Pondicherry University

Copy to:

1. The Finance Officer
  2. All the Deans
  3. The Assistant Registrar, VC's Secretariat-for kind information of the VC
  4. D.R. (F&A)
-  **The Systems Manager** - to host in University web.



**PONDICHERRY UNIVERSITY**  
Scholarship Claim Form

SCHOOL/DEPARTMENT OF .....

**Merit Scholarship**

Sl. No.	Name of the Student	Academic year in which admitted	Semester in which studying now	Semester for which scholarship claimed	Marks /SGPA obtained in the Entrance Exam/ previous semester (Proof to be enclosed)		No. of Students admitted
					Marks	Rank	

NB: Merit scholarship would be @ ₹ 2,000, ₹ 1,500, ₹ 1,000 p.m. which will be awarded to the student who obtained the highest marks in the Entrance Exam (student should secured 50% as minimum in entrance exam) for admission to the programme during the First Semester and for the student who top three in the class in the subsequent semesters (as per SGPA)

**Merit cum Means Scholarship**

Sl. No.	Name(s) of the students recommended by the committee	Academic year in which admitted	Semester in which studying now	Semester for which scholarship claimed	Marks /SGPA obtained in the Entrance Exam/ previous semester (Proof to be enclosed)	No. of Students admitted

NB: 40 % of the students admitted in each P.G programme are eligible for the award of Merit cum Scholarship of the university @ ₹ 750/- p.m. The scholarship is based on the student should secured 40% as minimum in entrance exam and subsequent semester the merit in each semester exam and the parental income of the students. The annual income of the parent should not exceed ₹ 2,50,000- (Proof should be in original)

It is certified that:

(a) The candidate(s) mentioned above have secured more than the required 70 % of attendance in every month of the recommended semester.

(b) The candidates mentioned above have passed in all the papers registered for the semester (copy enclosed).

(c) The Scholarship committee has recommended the above candidates after verifying all the original records and found eligible for the Scholarship noted against them.

(d) The candidates have not availed any other scholarship other than the above recommended scholarships.

Scholarship Committee Members

1. ....

2. ....

**HEAD OF THE DEPARTMENT**