

4. Economically Backward Class (EBC) Scholarship for Girl Students from Adopted Villages (*Before it was known as SCOPE Scholarship for Girl Student*)

Key Information	
Title	Economically Backward Class (EBC) Scholarship for Girl Students from Adopted Villages (<i>Before it was known as SCOPE Scholarship for Girl Student</i>)
Policy Owner	Head-SCOPE
Responsible Department	Student Welfare
Approving Authority	Board of Management
Approval Date	05.09.2024
Version number	1 - Notification No. SIU/28/611 (a) dated 04.05.2016 2 - Notification No. SIU/U-28/1485 Dated 17.10.2024
Frequency of review	3 years

4.1 Preamble

The SCOPE Scholarship for Girl students from Adopted Villages is an endeavour to provide financial assistance to meritorious female students from low-income families residing in SIU (Symbiosis International (Deemed University)) identified villages to meet expenses while pursuing higher studies at SIU.

4.2 Introduced with effect from: Academic year 2016-17

4.3 Awarded to:

The scholarships will be awarded to girl students on the basis of academic performance of the student in Std. X and Std. XII and the economic status (refer step 3 of House visit) of the family and performance of the student in the selection interviews.

Number of Scholarships = 04 (Depending on merit, the number of students may vary.)
Amount awarded as scholarship = 100% of Total fees

Four (4) scholarships (depending on merit, the number of students may vary) will be awarded every year, for pursuing graduate studies in selected constituents of Symbiosis International (Deemed University) for pursuing courses in Bachelor in Science (Nursing), Bachelor in Science (Medical Technology) and Bachelor in Computer Application (BCA).



4.3.1 Nature of the Scholarship:

This scholarship will provide 100% support to students with respect to tuition fees and exam fees and wherever applicable, uniform fees for the entire duration of the programme provided that the student does not fail/ does not have backlogs and completes her graduation in the duration stipulated for the programme admitted to.

Considering a gestation period of one year, a student may clear backlog if any for the first two semesters by the third semester. No backlogs to be carried over to the fourth semester. The scholarship will be discontinued in case of backlogs from the third semester onwards.

4.5 Eligibility:

- The student should be a resident of villages identified by SIU.
- The scholarship is applicable only to female students of Science faculty (residing in SIU identified villages).
- The student should have scored a minimum 70% marks in Std. X or equivalent and 50% marks in Std. XII

4.6 Implementing Section

- SCOPE department will visit the villages to identify the eligible girls (from received applications) and recommend for the interview process. The interview process will be facilitated by SCOPE.
- The respective Constituents will enrol the students selected as per recommendation of the interview committee.
- SCOPE will monitor and follow up with the finance department for disbursement of the scholarships to the respective Constituents, keeping the Department of Student Welfare (DSW) in loop.
- Budgetary provision for the scholarship will be made by Symbiosis Society Foundation (SSF).

4.7 Application

The SCOPE Team will identify the prospective candidates who can be nominated for the Scholarships and share the application form with the parents of the candidates. (Annexure IV)

4.8 Selection:

SCOPE department will identify female students from the villages for the award of scholarship. The following steps will be followed by SCOPE in identifying the students to be awarded scholarship

Step 1: Compilation of a list of female students from the villages scheduled to appear for Std. XII examination in Science stream during the current academic year.

SCOPE team will visit the villages and compile a list of female students who are in Std. XII and are in science stream from the identified villages. SCOPE team will visit the villages and ensure that the list is comprehensive, accommodating all the female students from the village who are studying in Std. XII.

Step 2: Shortlisting of student database

SCOPE team will shortlist the female students based upon their scores in Std. X and Std. XII and their economic status. Female students scoring a minimum of 70% marks in Std. X and 50% marks in Std XII will only be considered for the award of scholarship.

Step 3: House visit

SCOPE team members will conduct a visit to the homes of the shortlisted girl students. This house visit is necessary to ascertain the economic status of the girl student's family to receive scholarship, verify the interest levels that the parents have in educating their girl child and to brief the family members about the scholarship that is being provided by Symbiosis.

Step 4 A: Interview and selection process

SCOPE will submit a report of the house visit to the office of the Vice Chancellor. SCOPE will shortlist eligible girl students for scholarship and request for the formation of a selection panel. The selection panel would be constituted by the Vice Chancellor of the University. The students shortlisted by the selection panel will be interviewed jointly by the Pro Chancellor and Vice Chancellor. SCOPE team will coordinate with the office of the Vice Chancellor of Symbiosis International (Deemed University) for the interview process.

The scoring sheet to be followed by the panel as specified in the SOP Manual.

The shortlisted students along with the parents will be interviewed and selected by the Pro-Chancellor and the Vice Chancellor. The students called for the interview will fill up the Application form as per Annexure IV and they will appear for the interview along with all relevant original documents.

The selected girl students are awarded the scholarship and also nominated for appropriate academic programmes.

SCOPE department will inform the result of interview to the respective parents. It will prepare a note with the list of selected candidates, name of the programme, programme fees and scholarship amount. It will take the signatures of Vice Chancellor and Principal Director on the final note.

SCOPE will submit the note to Department of Student Welfare (DSW)
 Department of Student Welfare (DSW) will forward the same to the Finance department.
 SCOPE department will also inform respective Constituents about details of students
 selected by the committee.

Step 4 B: Enrolment for appropriate entrance exam, if applicable.

SCOPE department will facilitate the process for the students to appear for appropriate
 entrance exam, if any. Fees for the entrance exam will be borne by SSF (Symbiosis Society
 Foundation).

Step 5: Orientation and admission process at the Constituent

Post selection of the students, SCOPE team will inform the respective Constituents,
 Department of Student Welfare and respective parents, regarding the selection of the
 students.

SCOPE will monitor and follow up further process regarding admission, and regular
 disbursement of scholarship amount. At every stage, SCOPE shall keep Head, Student Welfare
 in the loop.

TIMELINE	
Identification of the eligible candidates from the adopted villages	1 st November to 30 th January
Interview process	1 st February to 15 th March
Recommendation of the eligible candidates	16 th to 30 th March
Enrolment for appropriate entrance exam, if applicable	1 st to 30 th April
Submission of final list along with signed note to DSW by SCOPE	25 th June
Submission of final list of selected candidates to Finance by DSW	30 th June
Institute gives a request for disbursement to the Finance Department	1 st week of July
Orientation and admission process at the Constituent	1 st May to 31 st July
Verification of documents by Finance Section	1 st to 15 th July
Internal approvals at SIU	15 th to 25 th July
Disbursement of Scholarship amount to the Constituent for the first year	1 st week of August
Disbursement of Scholarship amount to the Constituent for the consecutive year	1 st to 30 th November of the next year <i>Thereafter, the disbursement shall be at an interval of one year</i>
<i>The timeline could be a little flexible owing to the responses received from the applicants.</i>	



4.9 **Tie breaker:** Not applicable

4.10 **Disbursement of Scholarship**

The scholarship will be disbursed as per the timeline given below.

- Scholarship amount shall be disbursed as per the timeline laid down in the following table by the Finance Department. Finance Department may release the payment upon receipt of request from the respective constituent. The constituent and the Finance Department shall keep SCOPE and the Department of Student Welfare in the loop of its communication.
- The constituent shall allot uniforms, ID cards, books, library facility, access to exam portal on receipt of the list of shortlisted candidates from SCOPE. It shall not wait for the disbursal of fees from Finance.
- The constituent shall submit, academic and attendance records of the students and their marksheets of every test/ exam conducted to SCOPE keeping the Department of Student Welfare in the loop on a monthly basis. This will enable an effective monitoring of the students, and provide for creation of a support system for the students wherever required.
- SCOPE may recommend for continuation of the award of scholarship after reviewing the academic performance of the students in the enrolled course. The scholarship may be withdrawn in case the student has any backlogs after third semester exams which are conducted by SIU.

4.11 **Scholarship Cessation / Withdrawal:**

If the student withdraws/ cancels her admission, the Scholarship shall be discontinued and the student shall return the entire scholarship amount previously disbursed to the University.

