

OFFICE OF THE REGISTRAR : : DIBRUGARH UNIVERSITY
DIBRUGARH

Rules for the Dibrugarh University Students' Aid Fund in the light of the suggestions made by Executive Council vide its resolution No. 4 Held on 27.4.1969 under section 21 (F) of Dibrugarh University Act/1965.

1. There shall be a 'fund' called Dibrugarh University Students' Aid Fund and these rules shall be taken as the Dibrugarh University Students' Aid Fund Rules.
2. The object of the fund is to render financial assistance to the extremely poor students to (i) meet partially their tuition fee, examination fees or for purchase of books or similar other expenses and (ii) give assistance in part to the poor students to meet their hostel, mess dues and (iii) Medical expenses and some other basic requirements if their needs are found genuine.
3. Besides other aid, financial assistance may be given to the students as advance from the Students' Aid Fund subject to a maximum of 50% against assured scholarship and stipend from the Government or recognized bodies.
4. The Fund shall be managed by a Fund Management Committee consisting of the Following :
 - (a) Chairman : Vice-Chancellor
 - (b) Secretary-cum-Treasurer : Registrar
 - (c) Members : (i) Two professors (nominated by Vice-Chancellor).
(ii) Five Students (nominated by PGSU of the University for one year).
5. The Registrar-cum-Treasurer shall be responsible for the administration of the Fund.
6. The resources for the fund shall be drawn upon as under :-
 - (a) Each student of the University Departments shall make a yearly contribution of @Rs.40/- to the Student's Aid Fund alongwith the tuition fee.
 - (b) Members of the Executive Council and Academic and Administrative Staff of the University may be approach to make voluntary contributions.
 - (c) The Students' Aid Fund Management Committee may accept any other donations.
 - (d) The University Grants Commission will make a matching grant to the Fund upto a maximum of Rs.10,000/- (Rupees ten thousand) only.
7. The Students' Aid Fund cannot be utilized for awarding scholarships to students (as per rule of the UGC).
8. Meetings of the Students' Aid Fund Committee shall be called by the Secretary-cum-Treasurer in consultation with Chairman at least twice a year.
9. Five members of the Committee shall form the quorum.
10. The Chairman and the Secretary-cum-Treasurer shall jointly operate the Fund.
11. (a) A separate account of the fund shall be opened in the State Bank of India, Dibrugarh University Branch.
(b) The Management Committee shall have the power to frame rules for the administration of the fund.

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12. The Management Committee of the fund shall start functional from the responding of the University after the puja holidays.
13. Applications for aid are to be duly certified by the Warden and the Prefect of the concerned Hostel in case of boarders of University hostels and by the Head of the Department and the Chairman, D.M.C. of the concerned Department jointly in case of others. (N.B. the recommending notes are to be signed after proper security of the applied jointly by the concerned officials as the case may be).
14. In case statements and declarations of the applicant(s) is (are) found to be incorrect and false at any point of time during his/her career, disciplinary actions shall be taken against him/her as deemed fit and necessary by the Committee and the said punishment shall be binding on the concerned student.
15. The Committee should normally meet twice a year preferably in February and September to disburse aid to the students.

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1. Students' Aid Fund (SAF) is provided to students who belong to financially underprivileged families. Beneficiaries are selected who produce valid Special Family ID Card/BPL Family Card/Annual Income Certificate issued by the competent authority along with the application form.

2. The selection procedures are:

- a. Applications are invited from students through notification by the Registrar
- b. Interested students have to submit the application forms with necessary documents duly forwarded by the Head of Department(s)/Director(s) i/c, Centre for Studies.
- c. The submitted applications are then scrutinized by the members of the committee. The members of the Committee are:

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| 1. Dean Students Affair | Chairperson |
| 2. Registrar, | Member |
| 3. Prof. Dipak Chetia | Member |
| 4. Dr. Pallabi Deka Buzarbaruah | Member |
| 5. President/ Secretary, DUPGSU | Member |
| 6. Deputy Registrar (Admn.) | Member Secretary |

3. Beneficiaries of SAF are selected on the basis of submission of valid Special Family ID Card/BPL Family Card/Annual Income Certificate issued by the competent authority.

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