



INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR
ACADEMIC (UG) SECTION

No.IIT/ACD/(UG)/MCM Schol/2017-18
Date: 28.11.2017

Website
27/12/17

NOTICE

Sub : Inviting Applications for Residual Vacancies (FRESH) of Merit-cum-Means (MCM) Scholarship for the Session 2017-18.

Online Applications are invited in the prescribed forms for **Residual Vacancies (FRESH) of Merit-Cum-Means Scholarship/ Free Studentship** for the Academic Session 2017-18, from the students of 2nd Year onwards of B.Tech. (including Dual Degree upto 4th Year) B.Arch./5-Year Int. M.Sc. Course which may likely to arise for the session 2017-18.

MERIT CRITERION : The students' academic performance in the two consecutive semesters of the preceding Session (2016-17) i.e. the GPA (Credit based weighted average) of preceding two semesters as updated after the Supplementary Examination which followed the Session, **must not be lower than 6.00** without any backlog subject(s) and clearing all prescribed credit requirements during the session 2016-17. Students who have backlog in any subject(s) excluding EAA and could not clear during the same session i.e. in 2016-17, are **not eligible** for MCM Scholarship & Free studentship for 2017-18. Students with back log in EAA or in Additional Subjects can also eligible to apply.

MEANS CRITERION : The Gross Annual Income of a student's parents/ guardian and his family from all sources in the preceding financial year of 2016-17 (from 1st April 2016 to 31st March, 2017) **must not exceed Rs.600000/- (Rupees Six Lakh only)**. The list of documents to be submitted as a proof of income is available in Annexure – I.

FREE STUDENTSHIP

ELIGIBILITY : Those students who satisfy the specified "Means Criterion" as stated above, but do not satisfy "Merit Criterion", may be granted exemption from payment of Tuition Fee, subject to approval on merit of each case by the competent authority subject to clearing all prescribed credit requirement during the session 2016-17 and having no backlog subject(s) excluding EAA Additional subjects.

Eligible students are advised to fill the Online Scholarship Application Form *given in the Institute ERP Site* under the Menu Academic > Scholarship (MCM) > Application for MCM Scholarship as per instructions given there. After filling and submission the Online Scholarship Application in ERP, they have to take a print out (Hard copy) of the same and enclose all relevant documents in support of their Parental Annual Income Certificate for the year 2016-17 as per parents' occupational status as stated in **Annexure- I** (List of Documents to be Submitted).

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All the above Annexure / Forms related to parental income certificates etc. can be downloaded from Institute Website > Quick Links > For Students or from ERP Site as stated above. The Hard Copy of the online Application Form duly enclosing the all relevant documents / annexure as stated above, to be submitted to Academic (UG) Section on or before **12.01.2018**. After submission their Online Application, students may also send the Hard Copy of Scholarship Application with all requisite documents as stated above by post to the Assistant Registrar (UGS) IIT Kharagpur, PO : Kharagpur Technology, Kharagpur-721302 Dist : Paschim Midnapore, WEST BENGAL. The Hard Copy of Scholarship Application, must be signed by both student and his/her guardian otherwise it will be treated as cancelled.

Under no circumstances the hard copy of MCM Scholarship Application for Residual Vacancies (FRESH) for the year 2017-18 will be accepted beyond 12.01. 2018.

N.B. :

- 1) Those students against whom disciplinary action have been taken or pending against them during the preceding year (i.e. in **2016-17**) or they have been punished by the competent authority under examination malpractice or involved in violation of code of conduct in Institute/Hall of Residence/Department /Gymkhana, are **not eligible for award of MCM scholarship & Free Studentship** against Residual Vacancies (FRESH) for the year **2017-18**.
- 2) 5th Year Students of M.Tech. Dual Degree (2013 Batch) cannot apply.



Deputy Registrar (Academic)

NOTICE BOARD

Copy to : 1) All HODs/HOCs/WARDENS, HALL OF RESIDENCE – **With the request to kindly bring it to the notice of the students concerned.**

2) Dean (UGS) (3) Dean (S/A) (4) Chairman, HMC (5) Chairman, ERP Cell (6) PIC, Instt. Information Cell (7) President, T.S.G. (8) Chairman, Central Library (9) All the Members of MCM Scholarship Committee (10) PSM, ACSSC (11) Director's Office (12) Registrar's Office (13) Vice-President, TSG (14) Circular File

LIST OF DOCUMENTS TO BE SUBMITTED

FOLLOWING DOCUMENTS TO BE SUBMITTED ALONG WITH MCM SCHOLARSHIP APPLICATION AGAINST RESIDUAL VACANCIES (FRESH) FOR 2017-18 for different Classes of Guardians' Occupation.

1) For Salaried Class (Guardians' who are in Service either Govt. or Private)

a) Salary Certificate for the Financial Year 2016-17 (from 01.04.16 to 31.03.17) in prescribed Form 'A' given in Annexure-II duly sealed/stamped by the Salary Disbursing Officer.

And

b) Attested Copy of IT Form 16 to be issued by employer alongwith ITR for the year 2016-17 (Assessment Year 2017-18) duly acknowledge by concerned Income office. **Submission of these two documents are mandatory.** Low income group of salaried class, who need not submit IT Form 16 / ITR, they have to submit an attested copy of Income Certificate from local District Authorities like S.D.O./B.D.O./M.R.O./TAHASILDER/ Chairman/ Executive Officer of Municipal Corporation etc. instead of IT Form 16. If both parents are salaried class, a & b above to be submitted.

If any one of the guardian/Parent has no income, No-income Certificate is to be submitted for the same issued by the local District authorities as mentioned in part (b) above.

2) For Non-Salaried Class (Guardian's who are not in Service such as Businessmen, Legal/Medical Practitioners, Consultants, Private Tutors, Retired without Pension/Self-employed persons. etc).

a) An Annual Income Affidavit for the financial year 2016-17 in a Non-Judicial Stamp for Rs.20/- sworn in before preferably a First Class Magistrate / Notary Public as per the format given in Form -"B" (Annexure-III).

And

b) Attested Copy of Income Certificate (as per Annexure-V) from local District Authorities like S.D.O./ B.D.O./M.R.O./TAHASILDER/ Chairman/Executive Officer of Municipal Corporation etc. in addition to Income Affidavit and other documents as stated above & below.

If any one of the guardian has no income, no-income Certificate is to be submitted for the same issued by the local District authorities.

N.B. : SUBMISSION THESE TWO DOCUMENTS as stated in 2 (a & b) above, are MANDATORY FOR ANY CLASS OF OCCUPATION IN CASE OF NON-SALARIED GUARDIANS (such as Agriculture, Business class, self-employed, Legal/Medical Practitioners/Retired without Pension/Private Tutors/ Contractors/Consultants etc.)

c) Attested copies of ITR Form/IT Return as applicable (to be attested by a Govt. Officer), for the year 2016-17 (Assessment Year 2017-18) duly stamped/sealed from concerned Income Tax Office. Copy of Registration Certificate must be submitted in case of Medical Practitioner and Legal Practitioner.

Those who Retired without Pension, they have to submit Retirement/Termination/ Superannuating letter/documents/papers etc. along with Income Affidavit, Income & Non-employment Certificate from local District Authorities like S.D.O. / B.D.O. /M.R.O./ TAHASILDER, Executive Officer of Municipal Corporation, Panchayet Officer etc , Income Tax documents , if applicable, as stated in item 2) a, b, & c above. If both the parents are non-salaried class, ITR for both parents need to be submitted.

If any one of the guardian has no income, no-income Certificate is to be submitted for the same issued by the local District authorities as mentioned in (c) above.

3) For Pensioners/Family Pensioners :

a) Annual Pension Payment Certificate for the year 2016-17 in prescribed Form 'C' given in Annexure-IV to be issued by the Pension Disbursing Officer.

b) An Income & Non-employment Certificate from local District Authorities like S.D.O. /B.D.O./ M.R.O./ TAHASILDER, Chairman/ Executive Officer of Municipal Corporation etc. for the year 2016-17 also to be submitted in addition to other documents as stated in item 3 (a) above.

Submission of all the documents as stated in 3 (a & b) above, are mandatory for the guardians who are either pensioner or family pensioner.

c) Copy of PPO, Superannuating/Retirement/Termination letter and attested copies of I.T. Documents, if any (such as ITR Form / IT Form16, IT return etc. for the current year, if applicable).

If any one of the guardian has no income, no-income Certificate is to be submitted for the same issued by the local District authorities.

N.B. : In addition to the above documents a student can also submit a Family Income Certificate in the attached format (Annexure-V) signed by competent authority as mentioned Sl. No.1(b)/2(b) on the above.