	Bharata Mata College of Commerce and Arts, Chunangamvely, Aluva	Policy No: XIV Page 1 of 4 Revision No.00 Date 01.06.2023 Effective From 01.06.2023
	Scholarship Policy	

1. About the Project

Bharata Mata College of Commerce and Arts (BMCCA) scholarship program aims to give financial assistance to the students to pursue their studies at Bharata Mata College of Commerce and Arts Choondy, Aluva. The College being located in the semi-rural area, a large number of students belong to the economically weaker section of the society, the BMCCA scholarship programme will be a huge relief for such students. The college management will find the sufficient fund for the scholarship program from within the college or from benefactors. This amount will not be given directly to the students but will be considered as college fee for the selected students.

2. Goal of the Scheme


Every year, students will be identified to be the beneficiaries of the scholarship programme. Students will be granted financial assistance which will go towards the partial payment of their college fee for the year. The scheme seeks to identify bright and diligent students who aim to achieve academic excellence but are limited by financial difficulties. The scholarship will help these students to excel in their studies and to bring laurels to the College.

3. Eligibility

All students admitted to the College, having excellent academic record and belonging to the economically weaker section of the society will be eligible for this scholarship scheme. The scholarship is extended to the students admitted in BMCCA from June 2023 onwards only. The financial assistance will also be based on the academic excellence of the students and will be according to the following break-up

Percentage of Marks in 12 th Board Examination	Quantum of Financial Assistance
80-90	40% of the total college fee
90 and above	60% of the total college fee
For exceptionally brilliant students 100% scholarships may also be considered.	

Prepared By Fr Jacob Puthussery, Executive Director	Reviewed By Principal	Approved By AICO
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4. Procedure:

4.1 Application: The Parents/guardians of students who are eligible for the scholarship and willing to apply for it need to fill the application form in the prescribed format and submit it within the date specified.


4.2 Scrutiny: The application forms will be subject to in depth scrutiny and background verification checks will also be done. It will be done by the Scholarship Scrutiny committee appointed by the management every year. The scrutiny committee will look in to the financial condition of the family, attitude of the parents, and character of the student and percentage of marks in 10th & 12th Board Examinations etc. The committee will submit the report to the executive director in the prescribed format within the date specified

4.3 Sanction: Once the process of scrutiny is completed, considering the report, the scholarship will be sanctioned by the College management to the most deserving students.

4.4 Follow- up

Regular follow- up will be done with the students and guardians to ensure that the students remain motivated and fulfil the objectives of the scholarship programme. The follow up include evaluation of attendance, marks in the internal examinations, marks in the university examinations, discipline, participation in the activities and special program etc. Follow up will be done by the scholarship scrutiny committee collecting reports from the class in charges, professors HoDs, and using other means possible.

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4.5 Continuation of Scholarship

Continuation of the scholarship will be based on the following conditions:

4.5.1 Result: The students receiving the scholarship need to ensure that they score minimum 75% marks in all the semester examinations for the duration of the scholarship, failing which they will be disqualified for the continuation of the scholarship.

4.5.2 Attendance: Minimum of 90% attendance is required in each semester for the students to continue availing the scholarship. In special situations like sickness, accident etc., the scholarship scrutiny committee may decide otherwise. The decision of the college authorities will be final.

4.5.3 Disciplinary Issues: students benefitting from the scholarship should not engage in any activity within or outside the college which will result in disciplinary actions being taken against them. Such actions are grounds for immediate disqualification for the scholarship.

4.5.4 Legal issues: the scholarship will not be continued for any student found to have any legal issues outside the college.


4.5.5 Students discontinuing the course:

The scholarship is awarded for the completion of the course, the beneficiary is studying for. In case the students benefitting from the scholarship, discontinue their studies for any reason, they will have to refund the scholarship amount received till the date of discontinuance.

5. Benefactors

All persons willing to be benefactors for this scholarship programme are welcome. The scholarship maybe for a year or for a continued period as per the convenience of the benefactor.

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- 5.1 According to the convenience of the benefactor, he/she may transfer the amount to the account of the college in instalments or in full.
- 5.2 The Accounts department of the college will issue receipt to the benefactor for the amount remitted.
- 5.3 The accounts department has to send a detailed statement of the accounts of the amount donated by the benefactor. It will include the following: a). the name and details of the students to whom the amount was given as college fee b). The copy of the receipt issued in the name of the beneficiary student.

6. Definitions:

6.1 College Management: BMCCA is managed by Bharata Mata College Educational

6.2 Trust. The Executive Director is appointed to represent the trust and execute the duties of the Director.

6.3 Benefactors: Benefactors are people who give financial support to BMCCA for the educational needs of students admitted in this college, without expectation of return.

6.4 Application form: It is the prescribed form provided by the college to apply for the scholarship.

6.5. Scholarship Scrutiny Committee: It is a committee appointed by the college management.

7. Promulgation

This policy will come in to effect on Thursday, 01 June 2023.

8. Approval:

Board meeting of Bharata Mata College Educational Trust, held on Monday, 6th March 2023, has approved this project.

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