



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal, Hyderabad - 500 043

SCHOLARSHIP POLICY

Institute considers award of scholarship based on provable merit of the enrolled students. The policy considers award of one scholarship and/or adjustment toward tuition fee and / or tuition fee waiver to a meritorious student in each discipline per academic year. However, other financial support is also considered depending upon the availability of sponsored funds. The selection procedure involves application by the meritorious enrolled students and consideration of partial tuition waiver to deserving students with special skill sets (Example- Sports, differently abled category, any other special skills etc.). The scholarship committee instituted by the institute shall be authority to scrutinize the application and recommend the eligible candidate names for the award of scholarship and/or tuition waiver as applicable. The principal shall be final authority to approve the award of the scholarship.

Scholarship Committee and selection procedure

All scholarship applications received shall be scrutinized based on merit criteria and financial condition of the students defined by the scholarship selection committee. The scholarship selection committee includes Dean of IQAC, Dean of Student Services and any two Departments HOD's. The committee shall be approved by the competent authority of the institute.

An equitable distribution of scholarship is ensured by the committee based on merit/s and promotion of a program, not compromising on the competitive merit and qualifications of the eligible candidate. The scholarship committee shall develop repository of open scholarships and institutions who consider award of scholarship to meritorious students, procedures to attract students with scholarship grants from other agencies, encourages students to apply for competitive scholarships, and enables students to secure scholarships from corporate donors, foundations, philanthropists etc.

Meritorious student/s enrolled in each department is eligible to process the application as per the guidelines given by the institute. Number of scholarships to be awarded during each academic year is at the discretion of the committee. If no candidate is found suitable for consideration of award, no award shall be recommended in an academic year.

The scholarship is awarded depending on the availability of funds and annual budget allocation towards scholarship, hence, award amount of scholarship may vary. In certain cases, scholarship award amount is considered as per the donor agreement.

Eligibility criterion

Criterion for eligibility has a philosophy of attracting and recruiting meritorious students in each academic year under various academic programs. Moreover, to build the tradition of excellence in awarding a student with meritorious academic track record to pursue studies in the institute.

The eligibility guidelines shall be indicated in the application form. The student has to satisfy the entire criterion indicated in the form. While awarding the scholarship, several other indicators are also considered that may include previous academic scholarship award, excellence in extracurricular activities, and financial hardship of meritorious candidate as identified in the application form.

All eligible students are required to submit the scholarship application form on or before last date. The selection committee may request for additional materials as deemed appropriate. It includes scholarly

activities of applicant viz., participation in academic quiz, debate, scholarly writing and in some cases letters of recommendation to highlight the student's commitment to pursue higher studies.

It is the responsibility of the student to submit all documents along with application form for consideration. Incomplete application will not be processed and rejected with no explanation.

Award notification

The scholarship committee shall communicate to the selected candidates and maintains the database of all the awardee candidates and their academic progression in specific format.

The scholarship award clearly mentions the amount, type of scholarship (partial/full/tuition fee waiver for specific period/special categories), duration and terms of reference for renewal and termination of scholarship. Students have to sign the scholarship acceptance letter before the last date. No student shall be allowed to avail more than one scholarship at any point of academic period. The award clearly explains to the awardee the necessary rules and regulations of the award.

Scholarship progression and character

Student has to maintain discipline and acceptable behaviour as per the guidelines mentioned in the student handbook during the entire course of study. A scholarship awardee (student) under any disciplinary action and / or pending disciplinary action shall result in termination and/or withdrawal of the award. Student maintains satisfactory performance in studies with no backlog.

Tuition fee waivers

Students enrolled to a program shall be eligible for tuition fee waiver for a specific semester and/or academic year. The eligibility criterion shall be defined by the scholarship selection committee following the overall guidelines of the university.

Scholarship and financial support categories

Number of scholarship and/or tuition waiver to be considered in an academic year is subject to change considering the availability of funds, merits of enrolled student/s, need based consideration of financial support in the form of tuition fee waiver as partial contribution toward scholarship through tuition fee adjustments as per the guidelines given by the institute.

Following are guidelines, subject to change, set by the institute to consider award of scholarship and / or any other forms of financial support:

1. One scholarship award is tenable in each program in an academic year. The scholarship period shall be one year, which is renewable under satisfactory student performance.
2. The validity of the scholarship duration is pre-decided by the scholarship committee with clear definition on the applicable conditions based certain criterion on student performance in each year.
3. Tuition fee waiver shall be considered on case-by-case basis for each program.
4. The scholarship grantee can redeem the award by way of payment towards the applicable tuition fee and/or any other fees. It has to be approved by competent authority before adjustment. No cash refunds shall be allowed to the scholarship awardee students. The reminder amount shall be made available to students after examining the performance of the students.
5. The amount of scholarship shall vary in each discipline in terms of permissible percentage of tuition fee waiver in an academic year, considering the viability of the scholarship amount depending upon the availability of funds.

6. All the eligible student/s has to apply for the scholarship using institutional scholarship form (available on website) after completion of the enrolment. Scholarship form received after the due date shall not be considered for the scholarship award selection process.
7. The scholarship amount allotment for each program is on the basis of financial balance sheet available with the scholarship selection committee. The financial status database for each academic year shall be maintained by the selection committee. Likewise, tuition fee waiver (% of tuition fee/semester) shall be considered as per the recommendation of the scholarship selection committee.
8. Scholarship awardee has to maintain satisfactory performance in all the semester with no backlog and maintains model code of conduct.
9. Institute shall have the right to utilize the scholarship awardee for promotional activities and the awardee shall be ambassador of the institute.
10. Institutional scholarship form is subject to change, as deemed appropriate, to include the refined criterion to enable effective selection process.
11. No student is allowed to hold more than one scholarship at a time, irrespective of type and amount of scholarship and/or study support donations.

All the scholarship awarded by the institute is subjected to approval and abide by the rules and guidelines as described above.

The decision of the scholarship selection committee shall be final. All the scholarships are administered through institute. No student shall be allowed to avail the scholarship / bursaries / donation etc. independently without formal scholarship application process and approval by the competent authority of the institute. The withdrawal and termination of the scholarship, without explanation, shall be at the discretion of the institute.
