

## **Guidelines for the students to apply for concession in institution fees**

### **Eligibility for applying for concession in fees**

01. Orphan student who has no other support from any source is eligible to apply for the concession in the institution fees.
02. Economically backward student, having *Ration Card* indicating below poverty, (who has very poor financial background) is also eligible to apply for the concession in the institution fees.

### **Procedure to apply**

01. To apply for concession, total family income of a student shall be less than Rs. 2.00 lakh (Rupees two lakh only). This includes the income of father, mother, sister, and brother and all other sources.
02. Economically backward student shall submit certificate issued by competent authority as a proof in support of application.
03. The student shall have applied / submitted a proposal for educational loan to any bank. A proof for the same is essential that (i) the proposal is under processing OR (ii) the bank has declined or rejected or not approved the proposal submitted by the student.
04. Except tuition fees any other fees of this institute can be considered for concession.
05. Maximum 5% of students registered for the academic year may be considered on merit basis.
06. Application submission does not necessarily mean that student is eligible for concession. He / She shall have to complete the formalities for admission of the respective academic year.
07. Students shall submit copy of requisites as a proof of academic record along-with the application.
08. The concession is valid for the period of one academic year and needy student shall apply every year for getting concession in fees.
09. Student availing fee concession from any other organization / agency is disqualified to apply for this scheme.

Principal  
Govt. College of Engineering, Karad

**GOVERNMENT COLLEGE OF ENGINEERING, KARAD**  
**APPLICATION FORM FOR CONCESSION IN FEES**  
**FOR ACADEMIC YEAR 20\_\_ – 20\_\_**

**Submitted**

**Date:**

To  
The Chairman  
Board of Management  
Government College of Engineering, Karad

Subject: Application for concession in fees for academic year –

Respected Sir

Following is the information furnished by me for getting concession in the fee for the academic year 20\_\_ – 20\_\_.

Knowing the eligibility criteria, I am applying for fee concession. The information submitted herein is true to the best of my knowledge.

1. Full name of the student : \_\_\_\_\_

2. Class: \_\_\_\_\_ Roll No.: \_\_\_\_\_ Year of admission: \_\_\_\_\_

3. Permanent address of the student:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile no. of the student: \_\_\_\_\_

4. Full name of the parent / guardian with permanent address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile no. of the parent: \_\_\_\_\_

5. Details of family:

Sr.	Name of the family member	Relation with the applicant	Age (yrs.)	Occupation	Yearly Income (in Rupees)

6. Justification in support of application for fees concession:

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7. Percentage of concession required: \_\_\_\_\_ %

(signature of the applicant)

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8. Remarks of the Scrutiny committee

a. Academic performance of the student:

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b. Actual verification of financial status of the family / income:

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c. Recommendation of scrutiny committee:

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Proofs attached by the student:

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

(Signatures of committee members)

**Copy of documents to be attached**

1. Aadhar card
2. Ration card
3. Previous year(s) marksheets
4. Application to bank-loan/ letter from bank indicating status of loan application