

### Criterion 5 - Student Support and Progression

CRITERION 5.1.2

Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years.

### **DIET Student Scholarship (Freeships) Policy**

DIET 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. 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, Artist, Defense, differently abled category, any other special skills etc.). The scholarship committee instituted by the DIET shall be authority to scrutinize the application and recommend eligible candidate names for the award of scholarship and/or tuition waiver as applicable. The Chairman 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 criterion defined by the scholarship selection committee. The scholarship selection committee matrix includes Principal, Vice Principal HoDs, Academic coordinator; the committee shall be approved by the competent authority of the DIET.

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.

Meritorious student/s enrolled in each department is eligible to process the application as per the DIET guidelines. Number of scholarship 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 endowment funds and annual budget allocation toward 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 at DIET.

The guidelines for the consideration shall be cumulative score obtained by the enrolled student in an academic year. The eligibility guidelines shall be indicated in the application form. The student has to satisfy all the 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, financial hardship of meritorious candidate as identified in the application form.

All eligible students are required to submit the DIET 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 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.

### **Renewal of scholarship**

Selection Committee makes year-wise assessment of student progress while considering renewal of the scholarship. Review of renewal application is as per the agreement signed at the time of award of scholarship.

Scholarship committee shall set evaluation criterion for the renewal or cessation of scholarship with clear definition

on renewal conditions. Awardee students maintains good grades with no backlog in each semester and also in an academic year. The decision on renewal of scholarship by the committee shall be communicated to student. As an alternative the award of scholarship may be offered to other students in case any awardee loses his eligibility to avail the scholarship, the committee also invites eligible meritorious students for partial award of scholarship and/or tuition waiver for semester and/or academic year.

### **Scholarship progression and character**

Student has to maintain discipline and acceptable behaviour as per the student manual during the scholarship period. 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. Student also act as ambassador of the DIET.

### **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 DIET.

### **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 DIET guidelines.

Following are guidelines, subject to change, set by the DIET 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 semester.
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 and

satisfactory certificate issued by the Dean/HoD of the department.

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. The scholarship awardee has no late fee payment record, all the applicable academic fees are paid, no evidence of levy of late fee. The scholarship amount shall be levied to student credit only after the student has paid the remainder of amount of semester fee.
7. All the eligible student/s has to apply for the scholarship using DIET application forms after completion of the enrolment and/or at the time of enrolment. Scholarship application received after the due date shall not be considered for the scholarship award selection process.
8. 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.
9. The list of prospective awardee list shall be created based on the overall score (10 Std. +2 level, Summer school certificates, Special topical training, Participation social responsibility activities, Any special recognitions, and Extracurricular Skills of the applicant.
10. Any scholarship awardee who discontinues the studies has to repay the fee of completed semesters in complete and/or return the scholarship amount paid as per the scholarship guidelines of the DIET.
11. Scholarship awardee has to maintain satisfactory performance in all the semester with no backlog and maintains model code of conduct.
12. DIET shall have the right to utilize the scholarship awardee for promotional activities and the awardee shall be ambassador of the DIET.
13. Scholarship application form is subject to change, as deemed appropriate, to include the refined criterion to enable effective selection process.
14. 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.

Currently, specific scholarship as in terms of tuition fee waiver instituted by the DIET is as below; DIET provides scholarship and partial financial support under following category. In a calendar year 40 candidates. The scholarship will be considered by adjusting the tuition fee waiver for specific period as per the DIET guidelines.

The below identified categories will be considered for 25% tuition fee waiver:

*Dadi Institute of Engineering & Technology, Anakapalle – 531002, Visakhapatnam, Andhra Pradesh.*

1. UG program: topper candidate in respective faculty/Department: 15
2. PG program: topper candidate in respective faculty/Department: 15
3. Reserve category (SC, ST, others): 2
4. Sports/Arts/Music/Theatre skills: 2
5. Poor economic background: 4
6. UG and PG program topper: 2 (25% tuition fee waiver for 2 semesters)

For DIET In-house UG students (any stream) , who wish to pursue PG in DIET and are eligible for the same, in the following programmes, the details of scholarship offered is mentioned.

The scholarship will be given on the following terms and conditions:

1. The student needs to pay the provisional admission fee on or before June 1<sup>st</sup>
2. The scholarship for the first semester will be given as stated in the above table, of column “discount per semester” for all the programs mentioned above.
3. The scholarship for remaining semesters will be given if the student clears the subsequent exams with no backlogs.

The scholarship for remaining semesters will be given if the student clears the subsequent exams with no backlogs. All the scholarship awarded by the DIET are 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 DIET. 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 DIET. The withdrawal and cessation of the scholarship, without explanation, shall be at the discretion of the DIET

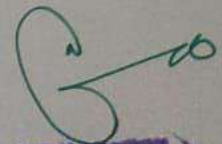
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