



**DE PAUL INSTITUTE OF SCIENCE &  
TECHNOLOGY**

**DE PAUL NAGAR, ANGAMALY SOUTH – 683573, KERALA**

**STUDENT SCHOLARSHIP POLICY**

## DiST, Finance & Accounting Policy

### 1. Introduction

In order to express its sense of social responsibility, De Paul Institute of Science & Technology (DiST) looks to disburse an amount of Rs. 30 Lakhs (which will change every year as per the decision of the Governing Body) as Scholarship. Through this integrated Scholarship programme, the Institute likes to cater the diverse needs of various categories of students.

### 2. Guiding Principles

The *Directives for the Vincentian Educational Institutions* has laid down the following guide lines in awarding scholarship to the economically backward students. (Published by the Vincentian Generalate in 2009):

- Our fee structure should be moderate to meet the cost of a good education. Our institutions are not seen as profit-making.
- A fixed percentage of the fees shall be set apart for developmental activities of the institution.
- We provide scholarships and concessions for the economically needy students.
- Amount shall not be given in cash, but adjusted in the semester fee payment.
- Scholarships will be subject to yearly evaluation of student performance.

### 3. Division of Scholarship

Details	Name of the Scholarship
ABOVE 90% or DiST UG students	Mar Abraham Kattumana Scholarship
Economically backward Students	Fr. Varkey Kattarath Scholarship
Sports Students	Fr. Alex Aikara Scholarship

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Economically backward Students	Fr. Varkey Kattarath Scholarship
Sports Students	Fr. Alex Aikara Scholarship
Children of DiST Staff	Fr. Antony Pauvathill Scholarship
Priests and Nuns	Fr. George Mannara Scholarship
International Visit to Foreign Universities/ Student Exchange Programme	Fr. George Vattamkandathil Scholarship
Project Scholarship	Fr. Geroge Kallarackal Scholarship

### **❖ Mar Abraham Kattumana Scholarship**

The scholarship is given to the students who secure admission at DiST with 90% of marks in Plus Two Exam or in UG. Those students will receive 20% of fees reduction from the First Semester onwards. This scholarship is sanctioned to a PG student who has completed his/her UG at DiST. The below mentioned amount will be deducted from the final semester fee of the student. A student who has already received/receiving any another scholarship, is not eligible for the same scholarship.

<b>Course</b>	<b>Scholarship Amount</b>
MBA	₹ 25,000
MCA	₹ 20,000
MA HRM	₹ 20,000
MSW	₹ 10,000
M. Com	₹ 10,000
MA JMC	₹ 10,000
MA Multimedia	₹ 20,000

### **❖ Fr. Varkey Kattarath Scholarship**

This scholarship is given to a student depending on the financial background. The amount of the scholarship will be decided by the Executive Body after due discussions.

## **DiST, Finance & Accounting Policy**

### **❖ Fr. Alex Aikara Scholarship**

This scholarship is given to the students who secure admission at sports quota of DiST. The amount will be decided by the executive body after due discussions.

### **❖ Fr. Antony Pauvathill Scholarship**

This Scholarship will be given to the students of DiST staff. The students will receive 40% of the fees reduction from the First Semester onwards.

### **❖ Fr. George Mannara Scholarship**

This scholarship will be given to the Priests and Nuns. The students will receive 20% of the fees reduction from second Semester onwards. Vincentian Priests will be getting 25% of the fees reduction from Second Semester onwards.

### **❖ Fr. George Vattamkandathil Scholarship**

This scholarship will be given for the International Visit of Foreign Universities/ Student Exchange Programme. The amount will be decided by the Executive Body after due discussions.

### **❖ Fr. Geroqe Kallarackal Scholarship**

This scholarship will be given to the students of MCA and BCA for their project fee. The amount will be decided by the Executive Body after due discussions.

## **4. Award**

Objective: To encourage college toppers

Criteria: First/Second Rank in the Batch

Amount: Interest from the Endowment Fund

## **DiST, Finance & Accounting Policy**

### **5. Processing of Scholarship**

Students/Parents seeking Scholarships shall submit an application form after the completion of the Admission Process

The application form shall contain the following information:

- Student details
- Name of the father, age and occupation
- Name of the mother, age and occupation
- Names of the siblings in their order with their occupation or current education status
- Supporting documents are to be submitted with application form.
- BPL certificate or Income Certificate
- Recommendation from the Parish Priest, Panchayth Member or any local person who is associated with the society.
- Progress report of the previous year for the grant in the 2nd and 3rd year.

### **6. Verification**

- Personal interaction with the student and parent.
- Confirming that the student doesn't have scholarship from other sources.
- Personal enquiry or through some reliable persons such as Parish Priest, Panchayat Member etc.
- Final report formulation of suggesting or denying scholarship.
- Decision in the Executive body meeting in the light of the report and recommendation.
- Grant of scholarship in the first year does not mean scholarship in the subsequent years also will continue
- In the case of close relatives of the Vincentian fathers, supporting documents are not attached for the process.
- We ensure a process of Transparency at the same time safeguarding the self-esteem and dignity of the beneficiary.

## **DiST, Finance & Accounting Policy**

- Final Decision regarding the sanction of scholarship shall be taken by the Executive Body.