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Title: Policy Guidelines for Guru Gobind Singh Foundation's Scholarship/ Freeship Scheme for Deserving Students.		
Reference / Inputs:	1. Scholarship scheme of GGSF	
Outcome of the Document	1. Provided scholarship to economically weak but bright student so that no student will be deprived from education.	

Introduction –

With humble beginnings in 1978, Guru Gobind Singh Foundation was formed by prominent and illustrious Sikh residents of Nashik, as worthy followers of the great saint soldier "Guru Gobind Singh". The foundation set upon itself the aim of imparting high quality education with culture activities, ethics and social commitment to students.

Presently around 7000 students are studying in the three Institutes Guru Gobind Singh Public School, Guru Gobind Singh Polytechnic and Guru Gobind Singh College of Engineering & Research Centre.

Objectives:

To identify talented and economically weaker students.

Support students keen desire to perceive higher education.

Resources:

For the award of financial support funds shall be generated from following resources:

1. Guru Gobind Singh Foundation
2. Respective institutes under GGSF
3. Any individual from management, staff or society who wish to donate.

Selection procedure:

1. Inviting applications from the students through the Principal of respective institute (Annexure 14.1).
2. All applications are scrutinized by the Principal of respective institutes.
3. Scrutinized applications are forwarded to the CEO of GGSF for approval from management.
4. Approvals are notified to the concerned students through the Principal.



Terms and Conditions

Scholarships are awarded to the students of the institutes under Guru Gobind Singh Foundation only for institute fees.

The scholarship structure will be divided into three parts:

A) Students of Sikh Community:

- Up to 50% of institutes fees as scholarship will be given to Sikh community students.
- Students who have single parent or single person earning in the family & that too with income less than Rs. 20,000/- per month only from salary and/or other sources.
- Students who scores more than 70% in final exam will be eligible for scholarship.

B) Students of Staff Member of School:

- Up to 30% of institutes fees as scholarship will be given to the children of staff members who have completed minimum 5 years of service with the organization.
- The income of staff member should be less than Rs. 20,000/- per month only from salary and/or other sources.
- Staff member must be single person earning in the family or may be the single parent.
- Students who scores more than 80% in final exam will be eligible for scholarship.

C) Students of General Public:

- Up to 20% of institutes fees as scholarship will be given to the children of General public members.
- Students who have single parent or single person earning in the family & that too less than Rs. 20,000/- per month only from salary and/or other sources.
- Students from school who scores more than 90% in final exam will be eligible for scholarship and those who are all clear in final exam from polytechnic & engineering will be eligible for scholarship.

Other Terms and Conditions:

- Application must be made in proper application form (Annexure 14.1) for scholarship
- Scholarship will only be given for economically weaker students.
- Scholarship will be given to only one child of a family.
- Students/parents must not been involved in any act of misbehavior to the Principal/Management.
- The student has to apply for renewal of his/her scholarship in the beginning of every academic year after the declaration of results.
- It is desired that the student has to show good conduct and perform well in the examination.



Note:

- All scholarships are at discretion of management & should not be treated as right.
- Management reserves right to accept or reject any application without assigning any cause.
- This scholarship is applicable only for institute fees. (Bus fees is not applicable under this scholarship)

Management of the scholarship funds:

The funds shall be managed by a committee constituting of following office bearers

1. **Chairman** :CEO of the Guru Gobind Singh Foundation, Nashik
2. **Member** :
 - i. Principal of Guru Gobind Singh Public School nominated by GGSF, Nashik
 - ii. Principal of Guru Gobind Singh Polytechnic nominated by GGSF, Nashik
 - iii. Principal of Guru Gobind Singh College of Engineering and Research Centre nominated by GGSF, Nashik
3. **Member Secretary**: Accountant nominated by GGSF, Nashik

Role and responsibilities of the committee:-

1. To give wide publicity and invite applications for scholarships from needy and deserving students under Guru Gobind Singh Foundation during the period of admission
2. To compile and scrutinize the applications.
3. To make the list of economically weaker students and recommend the same for approval by management of the GGSF.
4. To consider and settle grievances of students if any, in the regular disbursement of scholarships.
5. To appeal potential donors for raising the funds for scholarships.

Frequency of meetings: Frequency of the meeting shall be at least once in a year or as and when required.

Perminder Singh
CEO GGSF





Annexure 14.1

Guru Gobind Singh Foundation**Scholarship Application Form for Academic Year: 20 / 20**

Select the Category	Student of Sikh Community	Student of Staff Member	Students of General Public

1. Full Name (in Block Letters):

First Name									
Middle Name									
Surname									

2. Father's Name (in Block Letters):

3. Mother's Name (in Block Letters):

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4. Corresponding Address:

House No.									
Building									
Street									
City									
District									
State									
Pin Code									
Tele Phone									
Mobile No.									

5. Date of Birth:



D	D		M	M		Y	Y	Y	Y

6. Religion:

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7. Details of course for which scholarship is being sought:

Class	Academic Year	Class last attended	Percentage obtained

8. For renewal of Scholarship:

Examination passed (Class)	Academic Year	Percentage obtained

9. Annual income of Parents/Guardian of the student: Rs. _____

10. Details of Bank Account of Parents/Guardian

Name in Bank Account: _____

Name, branch & address of the bank: _____

Account Number:

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11. Documents: To be enclosed with the application.

a) Income declaration

(Affidavit on non-judicial stamp paper) for self-employed parents/guardian.

b) Salary slips of last 6 months or income proof or parents/guardian.



- c) Bank statement of last six months in which the salary is being credited.
- d) Copies of education certificate of last class of student.
- e) Address & identity proof of parents.

12. Declaration:

I hereby declare that information given above is correct. In case at any stage if found the information is false or if violate the terms and conditions of the scholarship, the scholarship sanctioned to my ward may be cancelled and the entire amount of scholarship will be refunded by me.

Date:

Place:

Signature

For Consideration	Recommended By	Approved / Not Approved
Principal	CEO	President / Secretary