

Government Orders of Interest to Citizens



GOVERNMENT OF TAMIL NADU

ABSTRACT

ADI DRAVIDAR AND TRIBAL WELFARE –Higher Education –Special Scholarship- Scholarship to students belonging to Scheduled Castes/Scheduled Tribes/ Scheduled Caste converts and pursuing Degree/ Post Graduate/ Professional courses- Tamil Nadu Adi Dravidar Welfare Higher Educational Special Scholarship Rules 2003 – Orders-Issued.

ADI DRAVIDAR AND TRIBAL WELFARE (ADW.III) DEPARTMENT

G.O.MS. NO. 17

DATED: 14.1.2003.

READ:

1. 1) G.O.Ms.No.122, Social Welfare Department, Dated 18.2.1972.
- 2) G.O.3(D).No.10, Adi Dravidar and Tribal Welfare, Dt.19.2.97.
2. Read again:

3) From Commissioner of Adi Dravidar Welfare Lr, No. J5\16972\ 2000-2, Dt.17.4.2002 and 10.6.2002

ORDER:

In G.O.Ms.No.122, Social Welfare Department, Dt.18.2.1972, the Government introduced a scheme for the sanction of Loan Scholarship to Adi Dravidar/ Tribal / Adi Dravidar Christian students pursuing professional courses, Graduate and Post Graduate courses. The object of the scheme was to provide financial assistance by way of Interest free loan to Scheduled Caste/Scheduled Tribe/Scheduled Caste Converts students who pursue degree or Post-Graduate courses in Medicine, Engineering, Veterinary science, Agricultural science, Arts and Science Graduate/Post Graduate or Research and who are eligible for the award of either state post matric scholarship or Govt.of India post matric scholarship and whose pecuniary circumstances are such that they are not able to meet the full expenditure for pursuing their course.

2) In G.O.second read above Government have enhanced the rate of loan scholarship with effect from 1996-97 onwards as detailed below:-

a) Degree courses (B.A.,B.Com.,B.Sc.,etc.)	Rs.6,500/- (per annum)
b) Post Graduate courses (M.A., M.Com., M.Sc.,and Other equivalent courses) Professional courses (Engineering, Medical, Veterinary Science, Agriculture, Law)	Rs.7,000/- (per annum)

3) During the Budget session of 2002 - 2003, Hon'ble Minister for Adi Dravidar Welfare made an announcement, that the loan scholarship provided by this State Government to Scheduled Caste/Scheduled Tribe/Scheduled Caste converts students will be converted into Grant with effect from the academic year 2002-2003 by making a provision of Rs.5.00 crores in the Budget. The Commissioner of Adi Dravidar Welfare has accordingly sent proposals in this regard.

4) The Government have carefully examined the proposal, and agreed to convert the loan scholarship scheme into a Higher Educational Special Scholarship scheme with a grant and also grant-cum-loan with effect from the academic year 2002-2003 subject to the following conditions.

1. a) Eligibility shall be income-based- with a family income ceiling of Rs.50,000/- p.a. from all sources.
2. b) For medical Under Graduation (MBBS, BVSC, BDS etc.) and Post Graduation 25% will be loan and 75% grant as there is a repaying capacity, (as the loan will be made as per the conditions stipulated in G.O.Ms.No.122, Social Welfare Department, Dt.18.2.72). A uniform ledger sheet shall be maintained for each beneficiary and it shall be printed and distributed by the Directorate/ Commissionarate. If the beneficiary shifts his/ her residence / Institution from one district to another district, this ledger sheet alone could be transferred to another district so as to watch the recovery performance continuously. These Registers should be maintained by the District Adi Dravidar and Tribal Welfare Officers of the Districts and the Commissioner of Adi Dravidar and Tribal Welfare shall also monitor the recovery progress.
3. c) Ceilings for the Special Scholarship amount shall be indicated in para 2 for Under Graduation, Post Graduation and Professional courses.
4. d) Number of beneficiaries shall be a maximum of 7,000 per year from out of those eligible under the prescribed income limit. District-wise allotment of fund shall be made based on the estimated requirements furnished by the respective District Collectors.
5. e) Inter District allotments shall be made by the Commissioner/ Director of Adi Dravidar Welfare.
6. f) Backlog applications shall not be carried forward for subsequent years and fresh applications only shall be considered each year.

5) The rules governing the sanction and disbursement etc. of the Higher Educational

Special Scholarship (HESS) are appended to this order. The Commissioner of Adi Dravidar Welfare is requested to ensure through respective District Collector/ District Adi Dravidar and Tribal Welfare Officer that the Higher Educational Special Scholarship are not sanctioned as a matter of course but restricted to the students who are very poor and needy and who cannot continue the courses without such financial assistance.

6) The Government sanction a sum of Rs.5.00 crores towards implementation of Higher Educational Special Scholarship (HESS) scheme from the year 2002-2003 onwards.

7) The expenditure on account of the above Higher Educational scholarship scheme shall be debited to the following head of account “

For Grant:-

“2225-Welfare of Scheduled Caste, Scheduled Tribe and Other Backward Classes-01-Welfare of Scheduled Caste –277. Education- Schemes in the Tenth Five Year Plan – II. State Plan – KL. Assistance to Scheduled Caste, Scheduled Tribe and Scheduled Caste converts to Christianity for Higher Educational Special Scholarship scheme-UG Grants-in-aid –3. Grants for Specific Schemes”

(DPC 2225 01 277 KL 0936).

For Loan:-

“6225 Loans for welfare of Scheduled Caste, Scheduled Tribe and Other Backward Classes- 01 Welfare of Scheduled Castes- 800- Other Loan Schemes in the Tenth Five Year Plan 11- State Plan JA. Loans for pursuing Professional courses to Scheduled Castes, Scheduled Tribes and Scheduled Caste Converts to Christianity.

05-Scheduled Caste/ Scheduled Tribes students

(DPC No.6225- 01- 800- JA- 0501).

07.Loans to Scheduled Caste Converts to Christianity

(DPC No.6225- 01 800 – JA 0707).

8) The Director/ Commissioner of Adi Dravidar is the estimating reconciling and controlling authority for the new Sub Head of Account opened in para 7 above. The Pay and Accounts Officer/ Treasury Officers are requested to open the above new Head of Account on their accounts.

9) The expenditure sanctioned in para 6 above shall constitute an item of “New Service” and approval of the Legislature will be obtained in due course pending approval of the Legislature, the expenditure will be met initially by drawing an advance from the contingency fund. Orders regarding this will be issued by the Government in Finance (BG.I) Department separately. The Commissioner of Adi Dravidar Welfare is requested to apply to the Government in Finance (BGI)

Department in the prescribed format along with this Government Order for the sanction of an advance from the Contingency Fund. The Commissioner of Adi Dravidar Welfare is also requested to send necessary draft explanatory notes for inclusion of the above expenditure in the Final supplementary estimates for 2002-2003 without fail.

9) This order issue with the concurrence of the Finance Department vide its U.O.No.16/ DS(TK)/ 2003, Dated 14/1/2003 and the additional sanction Ledger No.1142.

(BY ORDER OF THE GOVERNOR)

P.SELVAM,
SECRETARY TO GOVERNMENT

To

The Commissioner of Adi dravidar and Tribal Welfare, Chennai-5.

The Director of Tribal Welfare, Chennai.5.

The Accountant General, Chennai-9.

The Accountant General, Chennai-18.

The Accountant General Chennai-18 (by name)

The Pay and Accounts Officer, Chennai (East), Chennai.5 (North), Chennai. (South), Chennai.35.

All District Collectors.

The Director of Collegiate Education, Chennai.6.

The Director of Medical Education, Chennai-5.

The Director of Technical Education, Chennai.25.

The Director of Agriculture, Chennai.5.

The Registrar of Veterinary Education and Research and
Dean, Veterinary College, Chennai.7.

The District Adi Dravidar and Tribal Welfare Officers.

The Registrar, Dr.Ambedkar Law University,Chennai.28

All Treasury Officers

Pay and Accounts Officers, Madurai / Coimbatore.

Copy to:

The Finance Department, Chennai.9.

The Finance (BG.II) Department, Chennai.9.

The Health and Family Planning Department, Chennai.9.

The School Education Department, Chennai.9.

Law Department, Chennai.9

The Higher Education Department/The Agriculture Department, Chennai.9

Secretary to Chief Minister, Chennai.9.

Personal Assistant to Minister (Adi Dravidar Welfare), Chennai.9.

Adi Dravidar and Tribal Welfare (OPI) Department, Chennai.9.

APPENDICES

TAMIL NADU ADI DRAVIDAR AND TRIBAL WELFARE HIGHER EDUCATIONAL SPECIAL SCHOLARSHIP (HESS) SCHEMES RULES 2002

1. These rules shall be called the Tamil Nadu ADI Dravidar Welfare Higher Educational Special Scholarship (HESS) Rules 2003.
2. These rules shall be deemed to have come into force from the academic year 2002-2003 throughout the State of Tamil Nadu.
3. **3. OBJECT OF THE SCHEME**

The object of the scheme is to provide financial assistance by way of grant and grant-cum-loan to economically disadvantaged Scheduled Castes, Scheduled Tribes and Scheduled Caste Convert students who are eligible for the award of either post matric state scholarship or Government of India Post-matric scholarship and whose pecuniary circumstances are such that they are not able to meet the full expenditure for pursuing their courses.

1. 4. The funds towards grant/loan-cum-grant under these rules shall ordinarily be granted for the Medical, Engineering, Technology, Agriculture and veterinary courses and Law conducted in the Educational Institutions under the control of the Director of Medical Education, Director of Technical Education, Director of Agriculture and Director of Veterinary Education and Research Institution of Law University including recognised non-Government institutions and institutions under the control of the Government of India. subsidies will be granted to post-graduate students studying in Arts and Sciences and Professional courses viz. Medicine, Engineering, Technology, Agricultural science and Veterinary Science , Research and Law also but not

for evening course. The award will be granted for sandwich course if the student in that course is not in receipt of any regular salary from his employer while under study.

2. **5.CONDITION FOR ELIGIBILITY:**

Students of Scheduled Castes/ Scheduled Tribes/ Scheduled Caste Christians will be eligible for award under these rules

1. i. Students must pursue Degree or Post-Graduate courses in Medicine (MBBS, BVSC, BDS) Engineering, Technology, Veterinary science or Agriculture Science or Arts, Commerce and Science Post-Graduate or Research and Law. Preference shall be given to the professional course students.
2. ii. The students should not be in receipt of any kind of scholarship or loan from the Government (state or Central) other than the Scholarship sanctioned by the Adi Dravidar and Tribal welfare Department under the

State Government Regulations or Government of India Regulations and the merit scholarship schemes in force.

1. **6. VALUE OF THE SCHOLARSHIPS:**

2. i) For maximum limit for Educational subsidy for difference stages of education are as follows:-
3. a) Graduate Degree\Diploma courses in non-technical subjects or in professional subjects like cost works and accountancy other than Agriculture, Engineering, Technology and medicine. – Rs.6,500/- per annum.
- b) Degree courses in Medicine , Engineering, Technology, Agriculture, Veterinary Science Law and para medicals. – Rs.7,000/- per annum
1. c) M.A. ,M.Sc., M.Com., and equivalent examinations – Rs.7,000/- per annum
2. d) Post Graduate Courses in Engineering Technology, Medicine, Agricultural, Veterinary Science and Law. – Rs.7,000/- per annum
3. e) Ph.D., D.Sc., in subjects other than Engineering, Technology, Medicine, Agriculture and Veterinary Science and Law. --Rs.7,000/- per annum
4. f) Ph.D. D.Sc., in Engineering, Technology and Medicine Agriculture, Veterinary Science and M.D\M.S. in Medicine and Law. – Rs.7,000/- per annum.
5. g) For Medical U.G and P.G. 25% shall be loan and 75% grant as there is a repaying capacity, as the 25% Loan shall be made as per the conditions stipulated in G.O.Ms.No.122, Social Welfare Department, Dt.18.2.72.
6. h) Backlog applications shall not be carried forward for subsequent years and will lapse. Fresh applications only be considered afresh every year for sanction of grant and grant cum-loan.
7. ii) In determining the amount of individual award the District Adi Dravidar and Tribal welfare Officers would take into consideration factors such whether the student is a day scholar or resident in hostel, whether the institution is located in an urban or rural area and the actual need of the student.
8. iii) A student not staying in a college hostel or an “approved lodging” may

also be considered as a hosteller provided that:

a) The applicant is not a local resident and has come from an out station to the place of study specifically for higher education.

1. b) That the applicant is not staying with relations but stays in an independent lodge by himself/ herself or in company with other students and for which rent is paid and
2. c) That the candidate did apply for a room or a seat in the hostel or approved lodging but was not allotted any room or seat because of the shortages of accommodation.

iv. Any student who is otherwise eligible and is selected for the Higher Educational Special Scholarship award shall be permitted to enjoy fee concession, if any, awarded to him/her by the institution or any other authority where he/she is studying and the value of this fee concession will not be taken into account for determining the amount of the award.

1. 7. SANCTIONING AUTHORITY:

The District Adi Dravidar and Tribal Welfare Officer shall be competent authority to sanction the Higher Educational Special Scholarship award.

1. 8.HOLDING IN ABEYANCE OF A FRESH AWARD:

2. i) An award made under the Higher Educational Special Scholarship schemes may be allowed to be held in abeyance for not more than one academic year if; the candidate is unable to join the next course due to prolonged illness; or
3. ii) The candidate is unable to get admission in a higher course of his/her choice.
4. iii) If an award is made tenable after the period during which it has been kept in abeyance it shall be done only if the scholar fulfils other conditions of the scheme. The Commissioner of Adi Dravidar Welfare will decide all such cases without reference to the Government of Tamil Nadu.
5. 9. The grant of Higher Educational Special Scholarship award is subject to availability of funds and no persons can claim the award as matter of right. If adequate funds are not available, post- graduate courses shall be given preference. The State Government has the right to modify the scheme whenever necessary.

6. 10. SELECTION OF CANDIDATE:

7. a. The selection will be made strictly in the order of merit among the eligible candidates who apply for financial assistance at each stage of education, the merit being determined by the achievement of the candidate in the qualifying +2/Degree examination as the case may be and other conditions stipulated by the G.O.
8. b. On joining an Institution, needy candidate shall submit the application to the District Adi Dravidar and Tribal welfare Officer through the Head of the institution, with full particulars of the course, date of joining in the hostel and other relevant information in the prescribed application.

9. 11. MEANS TEST:

The payment of Higher Educational Special scholarship award shall be subject to the following provisions:

1. i) The award shall be paid on the basis of household annual income of parents / Guardian (the income limit is Rs.50,000/- p.a. by means of all sources)
2. ii) There should be no system of half scholarships.

12. DURATION AND RENEWAL OF HIGHER EDUCATIONAL SUBSIDY

1. i) The Higher Educational Special Scholarship award once granted at the Degree stage shall be tenable from the start of the graduate study to the completion of the course of study.
2. ii) The Higher Educational Special Scholarship award shall be renewed from year to year subject to satisfactory progress and the fulfillment of the conditions indicated below:-
3. a. Within a course which is continuous (like Engineering, 3 year Degree course etc.) for a number of years, the renewal of the scholarship shall depend upon promotion to the next class/stage;
4. b. Where in an examination referred to in (a) above a scholar who appears and fails to obtain promotion, the scholarship shall be suspended for one academic year but may be renewed on his achieving the requisite standard in the following annual examination. Suspension of only one year shall be allowed within a stage of education.
5. iii) Good conduct and regularity in attendance are also conditions for the continuance of the Higher Educational Special Scholarship. The Head of the institution is expected to bring to the notice of the District Adi Dravidar and Tribal Welfare Officers/Commissioner of Adii Dravidar welfare any adverse report that may have been necessitated due to irregularity, misbehavior, participation in strike etc. and if necessary, suggest suspension /cancellation of Scholarship.
6. iv) The Higher Education Special Scholarship shall be renewed for each successive year, subject to the above, on the basis of an annual Progress Report to be submitted by the Head of the Institutions where the scholar is studying. It shall be in the interest of the scholar to see that as soon as the result of the annual examination is declared the proforma of the Annual Progress Report as given in Appendix is got filled by the Head of the Institution and despatched to the concerned, quoting the reference of the letter under which the award is initially communicated to the Scholar. This will enable the District Adi Dravidar and Tribal Welfare Officer to process the renewal of the award expeditiously.
7. v) If before the completion of the stage for which a Higher Educational Special Scholarship award is sanctioned, a student becomes eligible for some other scholarship which he/she chooses in preference to the Higher Educational Special Scholarship award, he/she should do on the clear understanding that he/she would lose all claim on the Higher Educational Special Scholarship award and would not be permitted to revert to the same thereafter under any circumstances. If for any reasons he/she subsequently wants to be considered for the Higher Educational Special Scholarship award, he/she shall have to apply as a fresh candidate in the beginning of the

academic year and take his chance along with other candidates.

13. INABILITY TO TAKE EXAMINATION OWING TO ILLNESS:

If a scholar is unable to appear for the annual / Final/ Semester examination within a continuous course of studies owing to illness, the award may be renewed for the next academic year on the submission of a medical certificate to the satisfaction of the Head of the Institution, Director/Commissioner of Adi Dravidar welfare.

If a scholar is unable to appear in the final University Examination due to prolonged illness extending over a long period and resulting in shortage in the year on the submission of a medical certificate to the satisfaction of the Head of the Institution, the Director/Commissioner of Adi Dravidar welfare.

14. PAYMENT

The Amount sanctioned by the District Adi Dravidar and Tribal Welfare Officer will be sent through Bank Draft to the Heads of Institution who will disburse the amount to the scholar after obtaining acquittance. The Heads of Institutions will forward the acquittance to the District Adi Dravidar and Tribal welfare Officer concerned.

1. b) The amount of Higher Educational Special Scholarship sanctioned shall be sent to the Head of the Institution concerned. The Head of the Institution shall adjust the amount against the students monthly hostel dues, arrears of tuition fees etc and only the balance if any, shall be paid to the student.
2. c) In case of absence due to illness the Scholarship will be admissible provided the period of illness does not exceed three months, a medical certificate is submitted to the satisfaction of the Head of the Institution and his/her Certifying that the scholar is likely to make up the deficiency in lectures and studies during the rest of the period of the course of Studies.

15 REPAYMENT OF LOAN:

For medical Under Graduation and Post Graduation 25% will be loan and 75% grant as there is repaying capacity.

1. a. The repayment will start one year after the scholar has began to earn income which term shall not include paid practical training, or three years after termination of scholarship whichever is earlier. In case of students who decline the Loan scholarship in the midst of their courses in order to take up some other scholarship the repayment will start one year after the scholar has began to earn an income or 3 years after the termination of their course of studies which they were following at the time of declining the loan scholarship whichever is earlier.
2. b. In case of a scholar who discontinues his/her scholarship because of some valid reasons and rejoins the same course of studies after a lapse of some years, he/she shall have to repay the loan one year after he/she had began to earn an income or three years after termination of the course of studies, which he/she was following at the time of discontinuing his studies, whichever is earlier, and at the latest Five years after the commencement of his studies.

3. c. The repayment shall be made in 20 equal monthly installments basis.

It will however, be open to the scholars to volunteer earlier repayment of higher amount than indicated above.

1. i) The amount to be repaid shall be deposited in a Treasury or any other manner to be specified, by the 10th of every month and a copy of the chalan sent to the District Adi Dravidar and Tribal Welfare Officer and Commissioner of Adi Dravidar and Tribal Welfare.

ii) In the event of the death of a scholar during the course of his/her studies or after the repayment has started but full payment has not been made, the loan will be written off.

1. iii) In the event of a scholar becoming incapacitated or invalid before the completion of studies and unable to earn an income the loan may be written off on the submission of a medical report from the competent medical authority. This will apply to a scholar who becomes incapacitated or invalid after completion of his studies but before repaying the entire loan. In this case the balance of the loan may be written off.
2. iv) In case the scholar fails to repay any installment with one month after the due date, the balance due for the month with interest at the aforesaid rate from the date of such failures shall be recovered as on arrear of land Revenue.
3. v) If the scholarship is cancelled due to breach by the scholar of any of the terms and conditions of this agreement due to his/her misconduct and /or objectionable activities the entire amount on the date of such cancellation may together with interest be recovered forth with as arrears of land revenue without prejudice to any other remedy and rights of the Government.
4. vi) A uniform ledger sheet shall be maintained for each beneficiary and it shall be printed and distributed by the Commissionarate. If the beneficiary shifts his/her residence/ institution from one district to another district, this ledger sheet alone could be transferred to another district so as to watch the recovery performance continuously. These Registers should be maintained by the District Adi Dravidar and Tribal Welfare Officers of the Districts, The Commissioner/ Director of Adi Dravidar and Tribal Welfare will also monitor the repayments/ recoveries progress.

5. **16. INTEREST**

All loans given under the scheme will be interest free, Penal interest shall, however, be charged at 6% p.a in respect of default in payment of any installment or other delays.

17. OTHER CONDITIONS FOR THE AWARDS.

1. i) The scholars shall devote themselves to their studies to the entire satisfaction of the Head of the Institution, and shall not undertake any paid work.
2. ii) No change in the course of study for which the award has been sanctioned shall be made without the prior permission of Commissioner/Director of Adi Dravidar Welfare.

3. iii) In case a scholar migrates from one institution to other without changing the course, he/she should immediately inform the District Adi Dravidar and Tribal Welfare Officer/ Commissioner of Adi Dravidar welfare of the change through the Head of Institutions where he/she migrates and get the change approved.
4. iv) All changes in address should be notified/ promptly to the District Adi Dravidar and Tribal welfare Officer and Commissioner of Adi Dravidar Welfare by the candidate, not later than 1 month from the date of change.
5. v) If a scholar gets any other scholarship or financial assistance during the course of studies he/ she shall immediately communicate this information to the District Adi Dravidar and Tribal welfare Officer and Commissioner of Adi Dravidar Welfare through the Head of the institutions.
6. **18. ANNOUNCEMENT OF THE SCHEME**

The Commissioner/Director of Adi Dravidar welfare will announce in the first week of May every year particulars of the scheme and invite applications by issuing an advertisement in leading newspapers. The scheme will also be circulated to all the Universities in the state.

1. 19. CONTROL OF ACCOUNTS

The Commissioner of Adi Dravidar Welfare will control the expenditure over the budget provision as a whole and furnish monthly reconciliation certificate of charges and receipts and annual certificate of acceptance of balance. The District Adi Dravidar and Tribal Welfare Officers shall be responsible for maintaining accounts at the District level and furnish monthly reconciliation of receipts and charges and annual certificates of acceptance of balance. A Register shall be maintained by the District Adi Dravidar and Tribal Welfare Officers as well as the educational Institutions in this regard.

1. 20. PROCEDURE FOR APPLYING:

2. i) An application for the Higher Educational Special Scholarship (HESS) should comprise:
 3. a) One copy of the application for Higher Educational Special Scholarship in the prescribed form
 4. b) One copy of a recently taken passport size photograph with signature (to be pasted on the application form in the space provided for it)
 5. c) One attested copy of the Matriculation or equivalent certificate and Certificates in respect of all examinations passed.
 6. d) One attested copy of each of Certificate, Diploma, degree, marks sheets etc in respect of all examinations passed.
 7. e) One attested copy of a testimonial from the Head of the Institution last attended; and
 8. f) One affidavit by the parent/ Guardian stating definite income of the family from all sources in the prescribed form as well as Income Certificate from competent Revenue authorities.
9. ii) Applications complete in all respect should be submitted to the District Adi Dravidar and Tribal welfare Officers (by designation to the Officer mentioned in the advertisement) on or before 31st December every year.
10. iii) Incomplete applications or applications received after the prescribed date

shall not be considered.

11. iv) Incorrect entry in the application form or wrong declaration in respect of income, financial help by way of other scholarships or financial support by relatives or friends or philanthropists or any other organisations or individuals would make the scholarship liable to cancellation and or to penalties to be determined by the Government.

P.SELVAM,
SECRETARY TO GOVERNMENT.

/True copy/

SECTION OFFICER.

APPENDIX-A

TAMIL NADU ADI DRAVIDAR WELFARE HIGHER EDUCATIONAL SPECIAL SCHOLARSHIP/LOAN SCHEME ADMISSION REPORT

I..... son of /daughter of (Mothers Name & Fathers Name) joined class of. course as a regular student in the (Name of the Institution). on.

I am residing in the College Hostel/ residing in an approved

2. The Higher Educational Special Scholarship award under the scheme has been sanctioned to me vide District of Adi Dravidar and Tribal Welfare Officer Letter No. Dated

SIGNATURE OF THE STUDENT

DATED:

PLACE:

COUNTERSIGNED BY THE HEAD OF THE INSTITUTION

SEAL STAMP.

APPENDIX-B

(Government of Tamil Nadu)

Adi Dravidar and Tribal Welfare Department

..... Section/Branch

PASSPORT SIZE

PHOTOGRAPH
WITH
SIGNATURE

**TAMIL NADU ADI DRAVIDAR AND TRIBAL WELFARE HIGHER
EDUCATIONAL SPECIAL SCHOLARSHIP / LOAN SCHEME
APPLICATION FORM.**

1. 1. Name in full (in CAPITAL letters)
1. 2. Place and date of birth:-
1. 3. Nationality and the State to which you belong:
1. 4. Full Address:
 1. a) Present
 - 2.
 1. b) Permanent:
1. 5. Married or Single:
1. 6.
 1. a) Father's name in full:
 2. b) Mother's name in full:
 1. c) Nationality and State to which he/she belongs:
 - d) Occupation Mother
Father
 - Address : Mother Father
 - (i) Present:
 - (ii) Permanent:
1. 7.
 1. (a) Guardian's name in full:
(If different from Mother & Father)
 1. (b) Occupation
 - (c) Address

Present:

Permanent:

If dead please state the last address and occupation before death.

Cross if the father/mother is the guardian.

1. 8. Total monthly income from all sources of parents/guardian

1. 9. Particulars of School/ Colleges/University etc. where you studied.

(Any break in the educational carrier should be indicated in the remarks column.)

Name of the College/ Institution	Date of entering	Date of leaving	Year of completion of certificate/ degree	Remarks
10.	Particulars of all examinations passed commencing with the Matriculation or equivalent examination.			

(If this space is not sufficient, the additional sheet may be attached

Name of Examination Board	University/Year of passing	Roll No.	Class or Division with percentage of marks & rank if any	Subjects taken	Remarks
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11. a) Name and address of the Institution where the student has been admitted in the current academic year.

b) Date of admission:

1. d) Course, year of study and subjects taken:

d) No. of years required for the completion of the course:

12.
 - a) Whether the course is a regular full time course
 - b) Evening course
 1. c) Part time course
13. Whether the student is residing:
 1. a) in a college hostel
 2. b) in a private hostel
 - c) The place of staying is approved lodge
 - d) Is it relatives house (or) staying with relatives.
 - e) Date of admission
 - f) Monthly rate of charges:
14. If the applicant is in receipt of any other scholarships or financial assistance from a State Government./University or any other institution or person, full particulars should be given including the monthly rate and the date of award, etc.
15. Amount of Higher Educational Special Scholarship/ Loan required:
16. List of documents:

- a)
- b)
- c)
- d)
- e)
- f)

1. 17) I hereby declare that the statements made by me in this application form are true to the best of my knowledge and belief. I further agree to abide by the terms and conditions of the award if I am selected for the Higher Educational Special Scholarship/Loan applied for.

SIGNATURE OF THE STUDENT

1. 17. TO BE FILLED UP BY THE HEAD OF THE INSTITUTION:-

- a) If the student is a hosteller or day scholar.
- b) If hosteller, the date of admission in the hostel.
- c) Name of the hostel
- d) If day scholar did he apply
for admission in the hostel and
refused admission for want of
accommodation.
- e) If the course is a regular full day course / Evening course / Part time course
- f) Monthly rate of Boarding / Lodging charges
 - 1. g) Cost of books.
 - 2. h) Cost of instruments
 - 3. i) Other items.

PLACE :

DATED;

SIGNATURE OF THE WARDEN

NAME OF THE HOSTEL WITH SEAL.

18. (APPLICABLE TO CANDIDATE ALREADY ENROLLED IN AN INSTITUTION)

Certified that Thiru/Tmt./Selvi was admitted
into my College/Institution (Name) as a regular full
time student in Class on 200

PLACE :

DATED :

SIGNATURE OF THE HEAD OF THE INSTITUTION

(SEAL)

APPENDIX- C

This form is a specimen and similar form which may be typed must be submitted by each, scholar every year on the announcement of annual examination results through the Principal of the Institution last attached. This report must be forwarded to the District Adi Dravidar and Tribal Welfare Officer who is administering these awards.

TAMIL NADU ADI DRAVIDAR AND TRIBAL WELFARE HIGHER EDUCATIONAL SPECIAL SCHOLARSHIP/ LOAN

Annual Progress Report of the scholar for 200 ---- to 200---

1. Name of the scholar :
(in Block letters)
2. Name of University/ Institution/ :
College.
3. Name of Examination passed in :
March- April 200----
4. Date on which the scholar's :
examination was over

- (including practicals)
5. Class/Division secured (if only :
grades are allotted the explanation
of those grades as given in the
marks sheet must attached

6. Marks secured. :
7. Percentage of marks :
8. Class to which promoted/ :

Admitted during 200---

9. Date of joining this class (If the class has not started, the likely date of start of the class) :
10. Total duration of the course in which studying or to which admitted after passing the examination mentioned in Col.3. :
 - a) No. of years completed already :
 - b) No. of years yet to be completed :
 - c) Period of course in the present year :
11. Year in which the final university examination on completion of the full course will be held :
12. Character and conduct of the scholar (General review) :
13. Whether the scholar is in receipt of any scholarship/ Stipend /Free studentship/ emolument etc. from any source except the Higher Educational Special Scholarship; if so, the nature and amount of such scholarship(s) :
14. A scholar can accept fee concession along with Tamil Nadu Adi Dravidar and Tribal Welfare Higher Educational Special Scholarship/Loan. :

Specific recommendations of the Principal/ Head of the institution/ etc. for the continuation of the Tamil Nadu Adi Dravidar and Tribal Welfare Higher Educational Special Scholarship/Loan.

SIGNATURE

(FULL NAME OF THE PRINCIPAL OR HEAD OF THE INSTITUTION)

DESIGNATION:

(OFFICE SEAL)

PLACE:-----

DATED:-----

CASTE, INCOME AND CITIZENSHIP CERTIFICATE

Note:

1. (i) This Certificate is to be submitted along with the application by only those applicants who belong to the Scheduled Caste/the Scheduled Tribe/ the Scheduled Caste Converts.
2. (ii) The Certificate should be signed either by a Member of Parliament belonging to Tamil Nadu or a Member of State Legislative Assembly or council to the residents within his Constituency or Chairman of Municipal Council or Chairman Panchayat Union Council or a Honorary Magistrate to the residents within his jurisdiction or a Municipal Commissioner or an Officer of the Revenue Department not lower Rank than a Deputy Tahsildar or Sub-Magistrate of District Welfare Officer or an Inspector of Police or a Block Development Officer or a Gazetted Officer of State Government.
3. (iii) This certificate is a very important document and the scholarship is awarded mainly on the Basis of this certificate. The issuing authority is therefore advised to issue this certificate with due caution so that the scholarship really goes to the student who actually belongs to either of the classes specified above.

Certify to the best of my knowledge that-

1.Thiru / Selvi / Tmt..... son/ daughter / wife
of Thiru.....resident of
.....is a citizen of India, and belong to the

2. His/her sub caste is..... and religion is.....

3. His / her father / guardian / Husband is a permanent resident of village
... TahsilDistrict.....State.....

4. The total annual income from all sources of both the parents Guardian/husband in
the preceding year ending 31 March in 200 is Rs.....

Signature:

Name (in block letters)

Designation

Full Address

*SEAL

-
- 1. Please write whether the applicant belongs to Scheduled Caste/Scheduled Tribe.
-
- 1. A certificate not bearing the seal of the issuing authority, if that be a Gazetted or any specially authorised officer, will not be accepted. Others may also affix their seals if available.

(P.SELVAM),
SECRETARY TO GOVERNMENT

/True copy/

SECTION OFFICER