

## **Responsibilities of Institutions to facilitate PG scholarship scheme**

<b>Sl. No.</b>	<b>Point</b>	<b>Responsibilities</b>
1.	To avoid Double/Fake Scholarship	Institutes have to ensure that the admitted student does not receive any financial assistance in shape of scholarship/any emoluments, salary, stipend etc. from any other source during his/her course of study in the Institute.
2.	GATE/GPAT score card	Institutes to ensure that the students shall attach only valid GATE/GPAT score card (GATE result not acceptable)
3.	Aadhar Card	Student name & Aadhar number should match with details in the online application & uploaded Aadhar card.
4.	Bank details verification	Institutes to ensure bank details verified on basis of following: i) Student name should match with GATE/GPAT score card. ii) Joint bank account - Not allowed iii) Minor bank account - Not allowed iv) Bank account should be active with aadhar seeded and same must be checked at aadhar website before forwarding P G Scholarship application.
5.	Other Document	Institute should check other documents i.e. Category Certificate, OBC (Non Creamy Layer - issued within one year), Physically handicap certificate.
6.	Verification & Submission of Application	Institute/College should verify document & application and ensure its timely submission.
7.	Attendance	Student's Attendance should be verified and forwarded on the PG portal every month by 15 <sup>th</sup> of each month by clearly mentioning "Approved or Not approved".
8.	Date of Admission, Commencement & Completion	Institutes to ensure proper entry of the Date of admission, Date of commencement of class & Date of completion of classes. In case of any incorrect entry respective institute will be held responsible.
9.	Left the course	If any student left the course in mid-way institute should follow the below mentioned instructions: i) Institute to ensure recovery of the PG Scholarship drawn till date by the student. ii) To keep a watch that the PG scholarship beneficiaries are not in the receipt of any financial assistance from any other sources. In such cases the scholarship shall be discontinued and the entire amount of scholarship will have to be

		<p>refunded to AICTE</p> <p>iii) The recovery amount to be refunded in the shape of demand draft favouring "Member Secretary, AICTE, New Delhi" payable at New Delhi on the following address:</p> <p><b>The Director (StDC)</b> <b>All India Council for Technical Education,</b> <b>Vasant Kunj, Nelson Mandella Marg,</b> <b>New Delhi-110070.</b> Phone No.01129581119 <b>Email:</b> pgscholarship@aicte-india.org</p>
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