STUDENTS' WELFARE BOARD

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

NORMS FOR THE ALLOCATION OF STUDENTS' WELFARE FUND

The following schemes proposed to be funded largely from the Student Welfare fund collected from every student during their registration and also from a portion of the amount collected under the head Institute Overheads from already sanctioned sponsored and consultancy projects. However, all the schemes will be offered subject to availability of fund.

Whereas every student is expected to have budgeted appropriately and sufficiently before embarking on any course of study, IIT Guwahati recognizes that monetary problems can arise for a number of reasons. Many students (and their parents) find it difficult to make ends meet due to financial worries as a result of unforeseen events like a family bereavement, accident or illness. On the other hand, meritorious students may want to further their career by attending and making presentation in conferences, but low income and/or other financial commitments may not facilitate this

To allow for these circumstances, IIT Guwahati provides the following opportunities for students to apply for financial assistance:

- **Student Travel Assistance Fund (STAF):** This fund is a means-tested and intended to help meritorious students attend and make presentations in national/international conferences, workshops, symposia, scientific meetings etc. *Maximum 2.0 Lakhs per year may be utilized for the purpose from Welfare Fund and additional 2.0 Lakhs may be given from Institute (from IDF) for the purpose (total budget for STAF for one academic year is 4 Lakhs).*

- **Student Contingency Fund (SCF):** The purpose of this discretionary fund is to offer financial assistance to students who encounter unexpected difficulties during their time of study in IIT Guwahati, such as a serious accident, illness, calamity in family etc. *Maximum 1.0 Lakhs per year may be utilized for the purpose.*

- **Student Childcare Assistance Fund:** Student parents who find it difficult to finance their child/children for their education may apply for assistance under this scheme. *Maximum 1.0 Lakhs per year may be utilized for the purpose.*

All the above schemes will be reviewed after one year of commencement.

STUDENT TRAVEL ASSISTANCE FUND (STAF)

Eligibility: The Student Assistance Fund is open to students who are currently registered for an academic programme at IITG for at least one year's duration, and which leads to a BTech/BDes/MSc/MTech/MDes/PhD degree. At least 25% of travel assistance may be granted to BTech/BDes students. The applicant should be in 'good standing' with the Institute and should not have been awarded any major disciplinary action imposed by the Institute Disciplinary Committees. Student who has already received financial assistance under this scheme is not eligible to apply during the TWO academic years.

Funding amount: This amount is restricted to a maximum of Rs. 50,000 for attending an international conference and up to Rs. 10,000 for attending a national conference in a given academic year.

How to apply: Application in given format should be submitted at least **three months prior** to the event that the student plan to attend.

For application form visit: http://shilloi.iitg.ernet.in/~sa/forms.html

Calculation of points based on which selection for Student Travel Assistance Fund (STAF) will be made:

A maximum of 100 points may be awarded to the student based on research publication, academic performance, parents' income. The break-up is as follows:

Publications (Total 30 points):

First author (> 1 Impact factor) : 15 points each publications (with maximum 30 points)

Co- author (> 1Impact factor) : 7.5 points each publications (with maximum 30 points)

Note: Publications only with affiliation published with a faculty guide may only be considered IIT Guwahati

Parents Income (Total 30 points):

Annual income below Rs.1,50,000.00   - 30 points

Rs. 1,50,000.00 - 2,50,000.00   - 20 points

Rs. 2,50,000.00 - 3,50,000.00   - 15 points

Rs. 3,50,000.00 - 4,50,000.00   - 10 points

Rs. 4,50,000.00 - 5,50,000.00   - 5 points

Academic performance (Total 30 points):

$$Points = \frac{Current\ CPI}{10} \times 30$$

Type of participation (Total 10 points):

Lecture : 10 Points

Poster as first author : 5 Points

Poster as co-authors : 2.5 Point

Minimum 40 Points are required for Student Travel Assistance Fund (STAF)

Note: (i) If poster is as co-author, no objection from first author should be enclosed (ii) Student who has already received financial assistance under this scheme is not eligible to apply during the TWO academic years **(ii)** All student supported by STAF must submit report of activities with financial support to student affairs after completion of travel.

Committee for the screening of Student Assistance Fund (SAF)

1. Dean, Students' Affairs
2. Associate Deans-1, Students' Affairs
3. Associate Deans-2, Students' Affairs
4. Chairman, Students' Welfare Board
5. Head of applicant's department

The committee will meet minimum four times during one academic year

STUDENT CONTINGENCY FUND (SCF)

The purpose of this discretionary fund is to offer financial assistance to students who encounter unexpected difficulties, e.g., serious accident, illness, calamity in his/her family, during their time of study in IIT Guwahati. The scope of the fund also encompasses those students who cannot, for various reasons, be financially assisted through the normal channels of assistance.

Eligibility: The Student Welfare Fund is open to students who are currently registered for an academic programme at IITG which leads to a BTech/BDes/MSc/ MTech/MDes/PhD degree.

Funding amount: The funding amount is restricted to a maximum of Rs. 50,000 per student. A student may apply for the fund only once during the entire duration of an academic programme at IITG. Maximum *1.0 Lakhs per year may be utilized for the purpose.*

How to apply: Application in given format should be submitted. The processing of the application may take least **two months**.

For application form visit: http://shilloi.iitg.ernet.in/~sa/forms.html

Calculation of points based on which selection for Student Contingency Fund (SCF) will be made:

A maximum of 100 points may be awarded to the student based circumstances that led student to apply for the support, parents' income and academic performance. The break-up is as follows:

What circumstances that led student to apply for the support *(Total 40 points):*

>   Committee will evaluate the details and give points

Parents income (Total 30 points):

Annual income below Rs.1,50,000.00	- 30 points
Rs. 1,50,000.00 - 2,50,000.00	- 20 points
Rs. 2,50,000.00 - 3,50,000.00	- 15 points
Rs. 3,50,000.00 - 4,50,000.00	- 10 points
Rs. 4,50,000.00 - 5,50,000.00	- 5 points

Academic performance (Total 30 points):

$$Points = \frac{Current\ CPI}{10} \times 30$$

Minimum 55 Points are required for Student Contingency Fund (SCF)

Committee for the screening of Student Assistance Fund (SCF):

1.   Dean, Students' Affairs
2.   Associate Deans-1, Students' Affairs
3.   Associate Deans-2, Students' Affairs
4.   Chairman, Students' Welfare Board
5.   Head of applicant's department

STUDENT CHILDCARE ASSISTANCE FUND (SCAF)

IIT Guwahati recognizes that some students with family responsibilities may face difficulties with childcare costs. In response to this, it has put in place a childcare subsidy scheme to assist those parents most in need of financial assistance, those with children staying along with them inside the campus. The amount to be disbursed for this purpose is not fixed but will be decided on a case by case basis. All expenditure through this fund is subject to strict eligibility guidelines and there is no guarantee that any student will receive a subsidy.

Eligibility: In applying for childcare assistance all students must be registered on an IITG academic programme leading to MTech/MDes/PhD degree only. The applicant should be in 'good standing' with the Institute. The student parent must be the primary care provider to the relevant child. All applicants must provide a **birth certificate** for the relevant child highlighting that they are the parents. For the purposes of this fund the understanding of the word 'child' is a minor *i.e.* under 18 years of age.

Funding amount: The following are important under this scheme:

➢ Allocation of funds will be on the basis of financial need.

➢ There is a maximum payment, depending on the demand from available resources. Successful applicants receive half of their childcare costs or this maximum, whichever is lower. This may be subject to change from time to time and is strictly dependent on funding available.

➢ Assistance may be paid for one complete academic year, which is, however, subject to available resources. Approval is for a maximum of one academic year only i.e. please do not expect that you will be funded for the entire duration of your programme of study in IIT Guwahati.

How to apply: Application in given format should be submitted. The processing of the application may take least **two months**.

For application form visit: http://shilloi.iitg.ernet.in/~sa/forms.html

Calculation of points based on which selection for Student Childcare Assistance Fund (SCAF) will be made:

A maximum of 100 points may be awarded to the student based circumstances that led student to apply for the support, parent's income and academic performance. The break-up is as follows:

What circumstances that led student to apply for the support *(Total 70 points):*

Committee will evaluate the details and give points

Parents income (Total 30 points):

Annual income below Rs.1,50,000.00	- 30 points
Rs. 1,50,000.00 - 2,50,000.00	- 20 points
Rs. 2,50,000.00 - 3,50,000.00	- 15 points
Rs. 3,50,000.00 - 4,50,000.00	- 10 points
Rs. 4,50,000.00 - 5,50,000.00	- 5 points

Minimum 75 Points are required for Student Childcare Assistance Fund (SCAF)

Committee for the screening of Student Assistance Fund (SCAF)

1. Dean, Students' Affairs
2. Associate Deans-1, Students' Affairs
3. Associate Deans-2, Students' Affairs
4. Chairman, Students' Welfare Board
5. Head of applicant's department