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Date: 01.08.2024

OFFICE ORDER

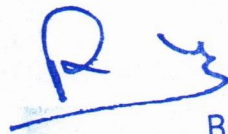
Subject: Implementation of Revised Policy on Low Income Group (LIG) Category.

The University has revised its Policy on Low Income Group (LIG) Category with the objective of promoting social equity, inclusivity and access to quality higher education by providing financial assistance and support measures to students belonging to economically disadvantaged backgrounds.

The Revised Policy on Low Income Group (LIG) Category, as approved in the 60th Meeting of the Board of Management held on 22.07.2024, is hereby notified for implementation with immediate effect.

The revised policy shall supersede the earlier policy approved in the 50th Meeting of the Board of Management held on 23.08.2022. All concerned departments shall ensure compliance with the provisions of the revised policy.

This order is issued with the approval of the Competent Authority.

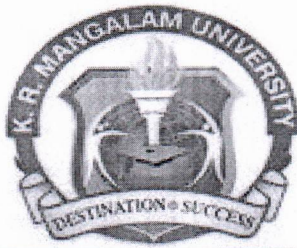

Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)
K.R. Mangalam University

Copy to:

- Hon'ble Vice Chancellor – for kind information
- Dean (Academic Affairs)
- Dean (Research)
- Dean (Students Welfare)
- Director, IQAC
- All Deans
- Directors / Heads of Schools
- Human Resources Department
- Finance Office
- Admissions Office
- University Website
- Notice Board
- Office Copy



K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION



K.R. MANGALAM UNIVERSITY

**Revised Policy on Low Income Group
(LIG) Category
K.R. Mangalam University**



K.R. MANGALAM UNIVERSITY

Sohna Road, Gurugram (Haryana)-122103

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POLICY ON LOW INCOME GROUP (LIG) CATEGORY AND STUDENT SUPPORT **SCHEMES**

1. Title of the Policy

This policy shall be known as the “Policy on Low Income Group (LIG) Category and Student Support Schemes” of K.R. Mangalam University, Gurugram, Haryana.

The policy establishes a structured framework for identifying economically disadvantaged students and extending financial, academic and educational-resource support to eligible students pursuing higher education at the University.

2. Preamble

K.R. Mangalam University is committed to promoting equitable access to quality higher education, inclusive academic development and equal educational opportunities for students from diverse socioeconomic backgrounds.

Recognising that financial constraints may adversely affect access to higher education, academic performance, student retention and overall educational development, the University has established a policy framework to support students belonging to economically disadvantaged sections of society.

The policy seeks to address financial barriers through tuition fee scholarships and educational-resource assistance while encouraging academic achievement, continuity of education and holistic student development.

Special emphasis is placed on providing educational support to students belonging to socially and economically backward sections, including Scheduled Castes (SC), Scheduled Tribes (ST) and Other Backward Classes (OBC), as recognised by the Government of India.

The policy also recognises that students from financially constrained backgrounds may have different levels of academic preparedness and achievement. Accordingly, the University provides differentiated academic support through the Student Academic Support Scheme and Student Learning Enhancement Support Scheme.

These initiatives reflect the University's commitment to social responsibility, inclusive education and the principles of the National Education Policy (NEP) 2020.

3. Purpose of the Policy

The primary purpose of this policy is to establish a transparent, equitable and systematic mechanism for extending financial assistance and educational support to eligible students belonging to the Low Income Group and other identified disadvantaged categories.

The policy is intended to reduce financial barriers, encourage academic participation, support educational continuity and enable students to access essential learning resources.

It further aims to ensure that students who may not qualify for tuition fee scholarships under the EWS-I and EWS-II categories are considered for appropriate academic or learning-enhancement support under the prescribed schemes.



4. Scope and Applicability

The policy shall apply to eligible students enrolled in or seeking admission to regular academic programmes offered by K.R. Mangalam University, subject to applicable programme requirements, regulatory provisions and University rules.

The scope includes undergraduate, postgraduate and doctoral programmes offered by the University.

The policy shall cover the following categories:

1. Students belonging to the Economically Weaker Section (EWS-I).
2. Students belonging to the Economically Weaker Section (EWS-II).
3. Eligible students from families with annual income exceeding ₹3,00,000 but not exceeding ₹8,00,000, considered under the Student Academic Support Scheme.
4. Eligible students within the same income range considered under the Student Learning Enhancement Support Scheme.

The policy shall be applicable to Indian nationals and shall operate subject to verification of eligibility, submission of prescribed documents and approval by the Competent Authority.

5. Objectives of the Policy

The principal objectives are:

1. To promote equitable access to higher education among economically disadvantaged students.
2. To provide tuition fee scholarships to eligible students under EWS-I and EWS-II categories.
3. To extend educational-resource support to eligible students belonging to socially and economically backward sections.
4. To encourage academic excellence through the Student Academic Support Scheme.
5. To improve academic performance and learning outcomes through the Student Learning Enhancement Support Scheme.
6. To reduce the risk of discontinuation of education due to financial constraints.
7. To facilitate access to essential educational resources and academic support facilities.
8. To ensure transparency, accountability and consistency in the award and administration of student benefits.
9. To support students in accessing applicable State Government scholarships and other eligible financial assistance.
10. To strengthen the University's commitment to inclusive education and social responsibility.



6. Definition and Classification of Beneficiaries

For the purpose of this policy, the annual family income shall mean the combined annual income of the student's parents or legal guardians from all sources, as established through prescribed supporting documents.

The University shall classify eligible students according to their annual family income and, where applicable, academic performance.

6.1 Classification of scholarship and support categories

Category / Scheme	Annual Family Income	Academic Criteria	Scholarship / Support
EWS-I	Up to ₹2,00,000	As per applicable University scholarship rules	50% scholarship on tuition fee
EWS-II	₹2,00,001 to ₹3,00,000	As per applicable University scholarship rules	25% scholarship on tuition fee
Student Academic Support Scheme	Above ₹3,00,000 and up to ₹8,00,000	CGPA above 6.50	Educational resources worth ₹5,000
Student Learning Enhancement Support Scheme	Above ₹3,00,000 and up to ₹8,00,000	CGPA below 6.50	Educational resources worth ₹5,000

Drafting clarification: The upper income limit of ₹8,00,000 is retained from the existing LIG Policy. The CGPA treatment at exactly 6.50 requires confirmation. The two EWS categories are included for policy coordination, although the original LIG Policy referred to a separate EWS Policy.

7. Eligibility Criteria

7.1 General eligibility conditions

To qualify for benefits under the policy, the applicant shall:

1. Be an Indian citizen enrolled in or seeking admission to an eligible regular academic programme of the University.
2. Fulfil the annual family income requirements prescribed for the relevant category.
3. Submit valid documentary evidence of family income.
4. Provide correct and complete information in the prescribed application form.
5. Comply with applicable University rules and academic regulations.



6. Meet the academic-performance criteria wherever prescribed for the relevant support scheme.
7. Not simultaneously avail a full tuition fee scholarship or Government financial assistance exceeding 75% of the total fee, in accordance with the existing LIG Policy.

Eligibility shall be determined on the basis of the applicable income category, academic records, documentary verification and approval by the Competent Authority.

7.2 Eligibility under EWS-I

Students with an annual family income of up to ₹2,00,000 shall be classified under EWS-I.

Eligible students shall be entitled to consideration for a 50% scholarship on tuition fees, subject to verification and approval under the applicable University scholarship provisions.

7.3 Eligibility under EWS-II

Students whose annual family income falls between ₹2,00,001 and ₹3,00,000 shall be classified under EWS-II.

Eligible students shall be entitled to consideration for a 25% scholarship on tuition fees, subject to verification and approval under the applicable University scholarship provisions.

7.4 Eligibility under Student Academic Support Scheme

Students shall be considered under the Student Academic Support Scheme where:

- Annual family income exceeds ₹3,00,000 but does not exceed ₹8,00,000.
- The student has secured a CGPA above 6.50.
- The student belongs to the eligible socially and economically backward categories specified under the scheme.
- Required academic and income documents have been submitted and verified.

Eligible students may receive educational resources worth ₹5,000 under the scheme.

7.5 Eligibility under Student Learning Enhancement Support Scheme

Students shall be considered under the Student Learning Enhancement Support Scheme where:

- Annual family income exceeds ₹3,00,000 but does not exceed ₹8,00,000.
- The student has secured a CGPA below 6.50.
- The student belongs to the eligible socially and economically backward categories specified under the scheme.
- Required academic and income documents have been submitted and verified.

Eligible students may receive educational resources worth ₹5,000 to strengthen their learning capabilities and academic preparedness.



8. Scholarship and Educational Support Benefits

8.1 Tuition fee scholarship under EWS-I and EWS-II

The University shall provide tuition fee scholarships to eligible students according to the approved category-wise structure.

The scholarship shall be calculated on the applicable tuition fee and shall not automatically extend to other charges, including examination fees, hostel fees, transport charges, security deposits or other institutional charges, unless separately approved.

The applicable tuition fee scholarship shall be recorded in the student's fee account after completion of verification and approval procedures.

8.2 Student Academic Support Scheme

The Student Academic Support Scheme is intended to recognise and encourage the academic performance of eligible students from financially constrained and socially disadvantaged backgrounds.

Students with an annual family income above ₹3,00,000 and up to ₹8,00,000 who have secured a CGPA above 6.50 may be considered for educational resources worth ₹5,000.

The scheme shall primarily benefit eligible students belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes recognised by the Government of India, including students who receive scholarships from their respective State Governments.

The educational resources may include academic books, reference materials, digital learning resources, course-related study materials and other approved educational items.

The assistance shall be intended exclusively for educational purposes.

8.3 Student Learning Enhancement Support Scheme

The Student Learning Enhancement Support Scheme is designed to support eligible students who require additional learning resources to improve their academic performance.

Students with an annual family income above ₹3,00,000 and up to ₹8,00,000 who have secured a CGPA below 6.50 may be considered for educational resources worth ₹5,000.

The scheme shall primarily benefit eligible students belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes recognised by the Government of India, including students who receive scholarships from their respective State Governments.

The scheme aims to provide access to educational materials and academic resources that may help students strengthen their subject knowledge, improve learning outcomes and progress towards academic success.

The University may also facilitate academic mentoring, counselling and learning support through the concerned Schools and student support units.

8.4 Nature of educational-resource assistance



For implementation purposes, the educational-resource assistance shall be administered through an approved University mechanism.

The resources may be provided directly to eligible students or through an approved reimbursement mechanism against verified educational expenditure, subject to the University's administrative and financial procedures.

The maximum value of assistance under each applicable support scheme shall be ₹5,000 per eligible student for the approved award period.

The ₹5,000 educational-resource assistance shall not be treated as an automatic cash entitlement.

8.5 Flexible payment and other support measures

In addition to the prescribed scholarship and educational-resource benefits, eligible students may be considered for:

- Instalment-based fee payment arrangements, subject to approval.
- Academic mentoring and counselling.
- Guidance regarding Government and CSR-sponsored scholarships.
- Student welfare assistance through the Dean (Students Welfare) and WE-DOST Centre.
- Participation in relevant capacity-building and academic development initiatives.

These measures shall be administered in accordance with the existing University framework and available resources.

9. Required Documents

Students applying for benefits under the policy shall submit the following documents, as applicable:

S. No.	Document	Purpose
1	Prescribed application form	Registration of application
2	Family Income Certificate issued by the competent Government authority	Verification of annual family income
3	Latest Income Tax Return or salary certificate, where applicable	Supporting income verification
4	Aadhaar Card, PAN Card or other valid identification	Identity verification
5	SC/ST/OBC Certificate issued by the competent authority, where applicable	Verification of eligibility under the specified social categories



6	Latest academic marksheet or CGPA record	Determination of applicable student support scheme
7	Proof of enrolment or University student ID	Verification of student status
8	Details of Government scholarships already received, if applicable	Verification of concurrent financial assistance
9	Bank account details or supporting educational expenditure documents, where required	Processing of approved benefits
10	Student declaration and undertaking	Confirmation of authenticity of information

The University may request additional supporting documents wherever necessary for verification.

All documents shall be handled in accordance with applicable confidentiality and data protection requirements.

10. Application and Selection Procedure

10.1 Submission of application

Eligible students shall submit applications under the prescribed category during admission or within the first month of the academic year, in accordance with the existing LIG Policy.

Applications shall be submitted to the Admissions Office or Finance Office, along with the required supporting documents.

10.2 Preliminary scrutiny

The concerned office shall undertake preliminary scrutiny of the applications to ensure that:

1. The applicant fulfils the prescribed income criteria.
2. The required documents have been submitted.
3. The academic eligibility conditions are satisfied.
4. The applicant has declared other scholarships or financial assistance being received.
5. The application is complete and suitable for further consideration.

Incomplete applications may be returned to the applicant for submission of the required information.

10.3 Verification and recommendation

The LIG Scholarship Committee constituted by the Registrar shall verify the applications and determine the applicable scholarship or support category.

The Committee shall examine the applicant's family income, academic records, eligibility documents and other relevant circumstances.



On completion of verification, the Committee shall submit its recommendations to the Finance Officer for further processing.

10.4 Approval of benefits

The Finance Officer shall examine the financial implications of the recommendations and place the proposals before the Vice Chancellor for approval, as provided in the existing policy.

The approved scholarship or educational-resource assistance shall thereafter be communicated to the concerned student and implementing departments.

10.5 Disbursement and implementation

Following approval:

- EWS-I and EWS-II tuition fee scholarships shall be reflected in the student's applicable tuition fee account.
- Educational resources under the Student Academic Support Scheme shall be provided through the approved University mechanism.
- Educational resources under the Student Learning Enhancement Support Scheme shall be provided through the approved University mechanism.
- The Finance Office shall maintain records of approved financial assistance and expenditure.
- The concerned academic Schools shall facilitate academic mentoring and learning support, wherever required.

11. LIG Scholarship Committee

The LIG Scholarship Committee shall be constituted by the Registrar in accordance with the existing policy.

The Committee shall be responsible for examining and recommending applications received under the policy.

11.1 Functions of the Committee

The Committee shall:

1. Scrutinise applications submitted by students.
2. Verify eligibility based on income and academic performance.
3. Examine supporting documents and declarations.
4. Determine the appropriate scholarship or support scheme.
5. Recommend eligible applicants for approval.
6. Ensure consistent application of the prescribed eligibility conditions.
7. Maintain records of recommendations and decisions.



8. Review grievances or representations relating to eligibility and benefits, where referred by the competent office.
9. Recommend procedural improvements for effective implementation.

The composition of the Committee and its administrative procedures shall be notified separately by the Registrar.

12. Continuation, Renewal and Academic Performance

Scholarships and educational-resource assistance shall be subject to the applicable eligibility conditions and annual review requirements.

Students seeking continuation of assistance shall submit updated information wherever required.

12.1 EWS-I and EWS-II

Continuation of tuition fee scholarships shall be governed by the applicable University scholarship rules, including academic-performance and income-verification requirements.

12.2 Student Academic Support Scheme

For continuation under the Student Academic Support Scheme, the student's latest applicable CGPA shall be considered.

Students whose academic performance no longer satisfies the prescribed CGPA criterion may be assessed under the Student Learning Enhancement Support Scheme, subject to fulfilment of its eligibility conditions.

12.3 Student Learning Enhancement Support Scheme

Students receiving assistance under the Student Learning Enhancement Support Scheme shall be encouraged to improve their academic performance through mentoring, counselling and learning resources.

Students who subsequently achieve the prescribed academic-performance criterion may be considered under the Student Academic Support Scheme during the next applicable assessment cycle.

12.4 Annual review

The eligibility of students may be reviewed annually on the basis of updated income certificates, academic records and other applicable documents.

Any continuation or renewal shall remain subject to verification and approval.

13. Government Scholarships and Other Financial Assistance

The University recognises that eligible students belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes may receive scholarships from their respective State Governments.

The University shall facilitate eligible students in accessing such scholarships by providing appropriate institutional verification and supporting documentation.



Students shall disclose details of Government scholarships and other financial assistance received.

The eligibility of such students for University assistance shall be examined in accordance with the existing restriction concerning simultaneous scholarships and Government assistance exceeding 75% of the total fee.

The availability of Government scholarship assistance shall not, by itself, establish eligibility for an additional University benefit. Eligibility shall be determined under the applicable provisions of this policy.

14. Monitoring and Review

The Internal Quality Assurance Cell (IQAC) and Finance Office shall jointly monitor implementation of the policy, as provided in the existing LIG Policy.

The monitoring mechanism shall focus on the effective delivery of scholarships and educational-resource assistance.

14.1 Monitoring indicators

The University may monitor the following indicators:

S. No.	Monitoring Indicator
1	Number of applications received under each category
2	Number of students found eligible
3	Number of students receiving EWS-I scholarships
4	Number of students receiving EWS-II scholarships
5	Number of beneficiaries under the Student Academic Support Scheme
6	Number of beneficiaries under the Student Learning Enhancement Support Scheme
7	Total value of tuition fee scholarships awarded
8	Total value of educational resources provided
9	Academic progress and retention of beneficiaries
10	Student feedback and implementation challenges

14.2 Annual reporting

The IQAC and Finance Office shall jointly prepare an annual implementation report for submission to the Academic Council.

The report shall include category-wise beneficiary data, financial assistance provided, implementation outcomes and recommendations for improvement.

15. Transparency, Accountability and Grievance Redressal



The University shall ensure fairness and transparency in the administration of the policy.

All applications shall be assessed against the prescribed eligibility conditions, and approved benefits shall be properly recorded.

Students who have concerns regarding eligibility assessment, rejection of applications or implementation of approved benefits may submit representations to the Registrar through the concerned office.

Such representations shall be examined by the appropriate University authority.

Any false declaration, misrepresentation or submission of fraudulent documents may result in withdrawal of benefits, recovery of assistance where applicable and disciplinary action in accordance with University rules.

16. Alignment with National Education Policy 2020 and Sustainable Development Goals

The policy supports the University's commitment to inclusive and equitable higher education.

16.1 National Education Policy 2020

The policy aligns with the broader objectives of NEP 2020 relating to equitable access, inclusion and educational support for socio-economically disadvantaged groups.

By providing tuition fee scholarships and educational-resource assistance, the University seeks to reduce financial barriers and promote meaningful participation in higher education.

16.2 Sustainable Development Goals

The policy contributes to the following Sustainable Development Goals:

SDG 4 – Quality Education: Promoting inclusive and equitable access to quality education and supporting lifelong learning opportunities.

SDG 10 – Reduced Inequalities: Reducing inequalities in educational opportunities by extending support to economically and socially disadvantaged students.

17. Policy Review and Amendments

The policy shall be reviewed periodically to assess its effectiveness, financial sustainability and alignment with applicable Government notifications and University requirements.

Any revision to income thresholds, scholarship percentages, academic eligibility criteria, educational-resource benefits or administrative procedures shall be placed before the appropriate Competent Authority for approval.

Amendments shall take effect from the date notified by the University, subject to applicable statutory and regulatory requirements.

18. Interpretation and Implementation

The Registrar shall coordinate the administrative implementation of this policy through the concerned University departments.



The Finance Office shall administer approved financial benefits, while the Admissions Office and concerned academic Schools shall facilitate verification, student communication and academic support.

Any matter requiring clarification or interpretation shall be referred to the Competent Authority for an appropriate decision.

19. Effective Date

The revised policy shall come into effect from the date of its approval and notification by the Competent Authority.

The policy shall supersede the earlier LIG Policy to the extent expressly provided in the revised notification, while preserving any separately approved EWS provisions unless amended by the appropriate authority.

Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)