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| College letterhead | **VASAVI COLLEGE OF ENGINEERING****(Autonomous)**(Private Un-aided Non-minority College)(Sponsored by VASAVI ACADEMY OF EDUCATION)(Affiliated to Osmania University, Hyderabad, Approved by A.I.C.T.E.)**9-5-81, Ibrahimbagh, HYDERABAD – 500 031 (T.S.)** [www.vce.ac.in](http://www.vce.ac.in) |

**CIRCULAR**

No. VCE/EAP/2019-2020 Dated : 2nd August, 2019

Sub: VCE-Equity Action Plan-Financial Assistance to the students belonging to disadvantaged and socio-economically weaker sections of the society- Applications called for – Reg.

Vasavi College of Engineering has formulated an Equity Action Plan to provide support to students belonging to disadvantaged and socio-economically weaker sections. Besides academic and other support, the College proposes to also provide financial assistance to such students.

Applications are therefore invited from needy students belonging to disadvantaged and socio-economically weaker sections of the society studying in B.E., M.E., and M.Tech. Courses in the college for extending financial assistance to them for the purposes indicated below:

|  |  |
| --- | --- |
| a) | Towards hostel/room rent and mess charges to students hailing from outside the city and staying in hostels, in rented rooms/accommodation, staying in rented rooms and cooking their own food. |
| b) | For meeting bus charges to those travelling by RTC buses on monthly RTC bus pass, RTC buses hired by the college, private buses arranged for transport by the college. |
| c) | Preparing for GATE. |
| d) | For Finishing School/Skill Development courses, courses in Technical Skills & Soft Skills, MOOC’s courses etc. |
| e) | For textbooks under the “Book Lending Scheme” of the College. |

The prescribed application form is available with the EAP Faculty Coordinator of the respective department. The filled-in application from those desirous of availing this financial assistance, studying in 1st to final year of B.E., 1st & 2nd year M.E./M.Tech Courses and fulfilling the requirements may be submitted together with copies of the relevant certificates, documents etc., duly signed by them and their parent/guardian, to the EAP Faculty Coordinator of the respective Department on or before 14.08.2019.

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The Department-wise EAP Faculty Coordinators are:

|  |  |  |  |
| --- | --- | --- | --- |
| S No. | Department | Name of the EAP Coordinator | Contact No. |
| 1. | Civil Engineering | Dr. C. Mohanlal | 9989673220 |
| 2. | Computer Science & Engineering | Mr. R. Sateesh Kumar | 9849194447 |
| 3. | Electronics & Communication Engineering | Mr. B. Uma Mahesh Babu | 9912616809 |
| 4. | Electrical & Electronics Engineering | Mr. G. Mahesh | 9848629590 |
| 5. | Information Technology | Ms. L. Divya | 9866704851 |
| 6. | Mechanical Engineering | Dr. P.V. Gopala Krishna | 9985356822 |

***Principal***

To

The Heads of the Departments with a request to inform the students accordingly.

Copy to Departmental EAP Faculty Coordinators

Copy to be displayed on the Notice Boards

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**APPLICATION FOR FINANCIAL ASSISTANCE UNDER EQUITY ACTION PLAN**

1. Name of the Student

1. Roll No.
2. Date of Birth
3. Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester, Branch \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Category (OC/BC/SC/ST/Others)
5. Physical disability : Yes or No
6. Family background

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Family member | Name | Occupation | Annual income |
| 1 | Father |  |  |  |
| 2 | Mother |  |  |  |
| 3 | Brother |  |  |  |
| 4 | Sister |  |  |  |

1. Income details (Parents and Family)
2. Academic performance
3. Percentage of marks in XII/Intermediate :
4. EAMCET / JEE Rank :
5. Marks and Attendance percentage in Engineering :

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Semester | Attendance % | CGPA |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

1. Financial Assistance received so far
2. Fee reimbursement from the Government (Specify the amount)
3. Any other (Mention type of scholarship and amount)

Contd…..2..

::: 2 :::

1. Address
2. Permanent
3. Temporary

 12. Are you staying with parents / Hostel (Private/SC/BC/ST or any other)/Shared room

 (Mention the address and expenditure per month)

 13. Bank details

Name of the Account Holder :

Name of the Bank & Branch :

Account Number :

IFSC Code :

 14. Copies of certificates/documents in support of the information furnished at S.No.5 to 13

 above are to be enclosed.

**DECLARATION BY THE STUDENT**

I do hereby declare as follows:-

|  |  |
| --- | --- |
| i) | The information furnished above is true and correct to the best of my knowledge. |
| ii) | In case any information mentioned herein is found to be incorrect/false, my application is liable to be rejected. |
| iii) | Merely making this application, will not automatically entitle me for financial assistance from the College. |
| iv) | Depending on the availability of funds and my eligibility, the college may extend the financial assistance at any quantum at its discretion as it may consider appropriate. |
| I understand that this financial assistance is being extended for better academic performance and that continuation/renewal of assistance is dependent upon/subject to consistent/ improved academic performance and regularity in attendance. I shall therefore strive to study well and also be regular to the classes. |
| I also understand that the financial assistance may be discontinued by the institution at any time due to non-availability of funds or any other reason, at its discretion. |

 I do hereby voluntarily declare that once I am gainfully employed, I shall make all possible efforts to repay to the College, either fully or partially, the amount of financial assistance given/extended to me so that the institution may deposit it to a Revolving Fund/Corpus Fund for extending similar financial assistance to the needy students from disadvantaged and socio-economically weaker sections of the society in future.

 Signature of the student

Signature of the Parent

Recommendations: The above applicant is recommended / not recommended for the financial assistance.

***Principal***