



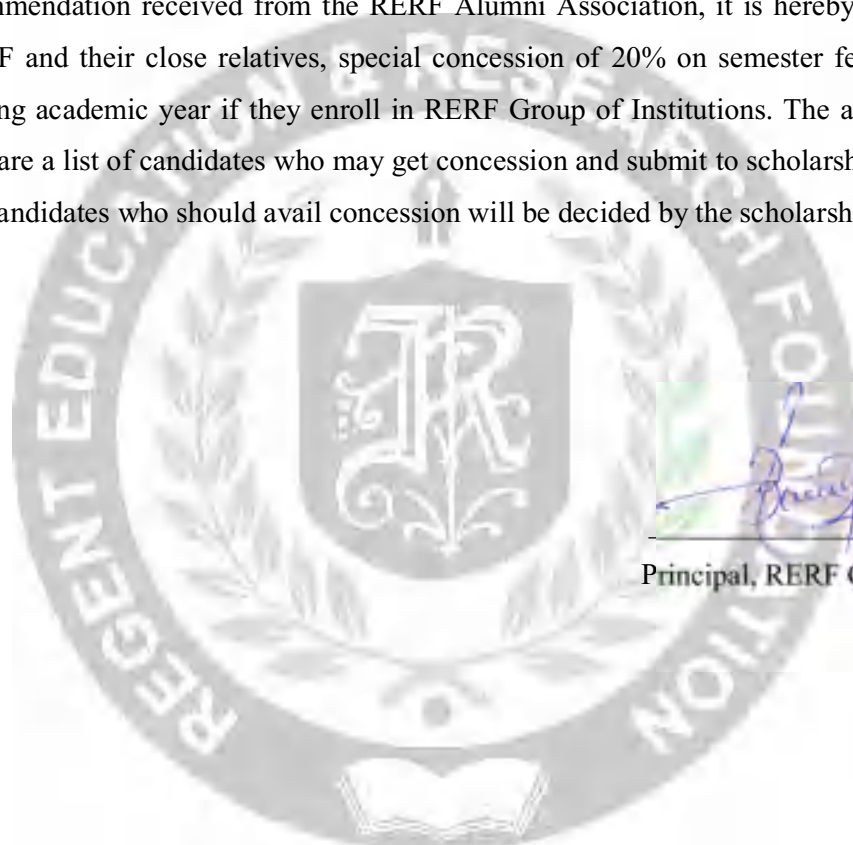
REGENT EDUCATION & RESEARCH FOUNDATION GROUP OF INSTITUTIONS

Ref: RERF/PRINCIPAL/SEP-22/004

Date: 06/09/2022

NOTICE

As per the recommendation received from the RERF Alumni Association, it is hereby announced that for alumnus of RERF and their close relatives, special concession of 20% on semester fees will be provided from the upcoming academic year if they enroll in RERF Group of Institutions. The alumni association is requested to prepare a list of candidates who may get concession and submit to scholarship cell for approval. The final list of candidates who should avail concession will be decided by the scholarship cell.




Principal, RERF Group of Institutions



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Minutes of the meeting-Scholarship Committee

Date of the meeting: 21/09/2022

Venue : Board Room, Regent Education and Research Foundation

Time : 3.30 pm

Agenda:

1. Discuss and finalize the criteria for providing scholarships (financed by the institute) to different types of students.
2. Development and execution of strategies to provide financial assistance and support to students.
3. Any other business

Invitees:

- 1) Dr. Rajorshi Bandyopadhyay-Principal, RERF
- 2) Mr. Pramod Kar, Chief Administrative Officer
- 3) Mr. Raju Kumar Shaw, Senior Administrative Officer
- 4) Mr. Subhankar Ghosh, Registrar
- 5) Mr. Suprovat Basu, Deputy Registrar
- 6) Dr. Nibedita Mukherjee, HOD, BSH
- 7) Mr. Yuvaraj Mondal, HOD, CE
- 8) Mr. Bidyut Kumar Ghosh, HOD, EE
- 9) Mr. Sabyasachi Mukherjee, HOD, ME
- 10) Mr. Suman Kumar Dey-HOD, EEE
- 11) Mr. Arup Mallick, HOD, MCA

Meeting Discussions:

- 1) The Principal presided over the meeting and granted permission to commence the proceedings in accordance with the agenda. The meeting was called to order by Mr. Suprovat Basu, the chairperson of the scholarship committee
- 2) The committee members participated in an in-depth conversation concerning the financial hurdles confronted by students. Like earlier years, they suggested to provide financial support to the needy and meritorious students. The committee discussed the four parameters for the self-financed scholarships:
 - a) Girl Child
 - b) Economically Weaker Section
 - c) SC/ST/OBC students
 - d) Students who have lost their guardian/parent
 - e) Special reference from appropriate authority (e.g. Govt. org like DTE, HED etc and/or elected representatives MP's-MLAs etc).
 - f) Special reference from RERF Alumni Association.

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- 3) The committee members also addressed the socio-economic challenges faced by minority communities, including poverty and lack of representation in decision-making processes. Strategies to promote economic empowerment and entrepreneurship among minorities were explored. The committee outlined several initiatives to support minority communities.

After a thorough discussion, the committee agreed on the following criteria:

Criteria for Each Category:

Girl Child:

- Female students from any community or economic background are eligible.
- The applicant must be enrolled in B.Tech/MBA/MCA courses
- Priority will be given to discontinued students who have passed Class-XII or UG Courses earlier and could not continue studies due to financial issues.

Economically Weaker Section:

- Students from all communities and categories will be considered under this criteria
- The applicant's family income should not exceed Rs. 1 lakh per annum.
- The submission of an income certificate from the appropriate authority (e.g. BDO, Executive Officer of the Municipality) is mandatory.

Students who have lost their guardian/parents:

The student must provide valid documentation, such as a death certificate of both legal guardians.

Scholarships may take into account the student's financial need to ensure that the financial assistance goes to those who require it the most.

SC/ST/OBC Students:

- The applicant must belong to SC/ST/OBC (Both OBC-A, including Minority and OBC-B) category.
- Students will have to provide valid documentation as proof.

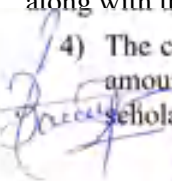

Special reference from appropriate authority:

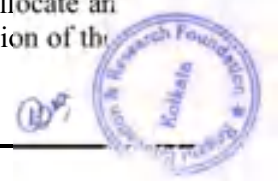
- The recommending authority must submit a formal letter stating the reasons for the recommendation along with the student's details
- Appropriate authority can recommend students for the scholarship program based on their exceptional academic performance, talent, or other deserving factors.

Special reference from RERF Alumni Association:

- The Alumni Association must submit a formal letter stating the reasons for the recommendation along with the student's details.

- 4) The committee discussed the financial aspects of the scholarships and decided to allocate an amount (as per the instruction of the BOG) for each scholarship category. The duration of the scholarship will be applicable for the entire course





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- 5) The committee outlined the application and selection process. Application forms will be made available both online and offline mode. Next the committee will form a selection panel to review and evaluate the applications based on the established criteria for each category. Interviews may be conducted for shortlisted candidates.
- 6) The committee agreed to set a specific timeline for the scholarship process, including application submission, evaluation, and scholarship disbursement. The timeline will be communicated to the concerned departments for implementation.
- 7) The committee discussed about budget allocation and the same have been communicated to the account department.
- 8) Any other relevant points or matters not covered in the above agenda were discussed.
- 9) The meeting was adjourned by the Principal, thanking all the attendees for their participation and valuable contributions.








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Signature

Dr. Rajorshi Eandyopadhyay Principal	
Mr. Pramod Kar Chief Administrative Officer	
Mr. Raju Kumar Shaw Senior Administrative Officer	
Mr. Subhanka Ghosh Registrar	
Mr. Suprovat Basu Deputy Registrar	
Dr. Nibedita Mukherjee HOD, BSH	
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