

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OF-2

ON THE STUDENTS' AID FUND
Under Section 26 (1) (f) of the NEHU Act, 1973

Name of the Fund	1.	There shall be a Fund called "The North-Eastern Hill University Students' Aid Fund" instituted out of the contributions from the students and staff of the university and collections from other sources as well as the contributions received from the University Grants Commission.
Objects of the Fund	2.	The objects of the Fund shall be : i. to render financial assistance to poor and deserving students for payment of tuition fees, examination fees, purchase of text books, stationery etc. ; ii. to grant limited assistance to students to meet their hostel charges, expenses on clothes and emergency medical expenses, if their needs are considered genuine; iii. to grant interest-free loans to deserving students subject to a maximum of 50% of the total amount standing to the credit of the Fund; and iv. to meet any other needs of students considered to be genuine by the committee referred to in rule; Note: The fund shall not be utilised for award of scholarship/ fellowships or stipends or for payment of prizes, rewards etc., to students.
Contribution to the Fund	3.	i. Each student of the University shall, contribute annually a sum which may be prescribed by the Ordinance. The sum shall be realised from the students along with the first instalment of fees in the academic year. vii. Voluntary contributions received from the staff and from students shall also be welcomed as well as the unclaimed refund of any amount lying to the credit of a student within one calendar year of his leaving the University. iv. The Finance Officer shall maintain an account of the Fund and submit it annually to the Executive Council and the U.G.C. after it is audited in the manner laid down in Section 29 of the North-Eastern Hill University Act, 1973.
Recommendations for Assistance	4.	i. Each School shall have a Committee consisting of : a. The Dean of the School (Chairman) b. One Head of the Department (by rotation) c. The Registrar or his representative. d. The Committee shall consider the applications from the students and forward its recommendations to the Registrar.

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| Management of Fund | 5. | The recommendations of the various School Committees shall be considered by the Deans' Committee. |
| Application for Financial assistance or Loan | 6. | <ul style="list-style-type: none"> i. A student requiring financial assistance or loan from the fund shall apply in the prescribed form to the lone Dean of the School concerned through the Head of his Department. ii. No application for loan for a second time shall be considered before the expiry of three months after the clearance of the earlier loan. iii. Applications for financial assistance/loan should reach the Committee within the notified dates. |
| Consideration of Application by the School Committee. | 7. | <ul style="list-style-type: none"> i. The Committee shall consider the application of students for assistance/ loans with regard to heir merit and Committee means and may, if it so desires also interview them. ii. The Committee shall make recommendations in conformity with these rules after due consideration of : <ul style="list-style-type: none"> a. the purpose for which assistance/loan is asked for ; b. the number of applicants seeking assistance/ loan; c. the progress maintained by the applicant in his studies; d. the fact that during a Semester/Academic Year financial assistance shall not exceed Rs.1000/- for each student (including assistance given in the form of loans) : <p style="margin-left: 40px;">Provided that in very exceptional cases the Committee may recommend, for reasons to be recorded, financial assistance exceeding Rs.1000/-.</p> |
| Recovery of Assistance Loans | 8. | <ul style="list-style-type: none"> i. Students granted financial assistance (excluding loans) may repay the amount if convenient to them. ii. The loan shall be advanced on a guarantee to be accepted by the Committee in each case. The guarantee shall be given by any of the following on a prescribed form: <ul style="list-style-type: none"> a. Any permanent member of the teaching or non-teaching staff (other than a lower subordinate staff); b. Any Scholarship/Fellowship holder provided his Scholarship/Fellowship is tenable upto the date by which the loan will be fully repaid. |

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- iii. The loans shall be repaid in such number of instalments as may be fixed in each case by the Committee.
- iv. The number of instalments shall, however be so fixed that the last instalment of the loan is repaid before the end of the ensuing April.
- v. The recovery of the loan shall commence from the month following that in which the loan is paid.
- vi. The account of loans granted to Scholarship/ Fellowship holders shall be realised from their Scholarships/Fellowships and it shall be a condition of the Grant of loans.

Auditing of the Fund.

- 9.** The accounts of the Fund shall be audited in the manner laid down in Section 29 of the North – Eastern Hill University Act, 1973. The audit fee or any other related expenditure shall not however, be charged to the Fund.

Annual Report

- 10.** The Registrar shall prepare in consultation with the Dean of Schools, a Report at the end of each financial year on the administration of the Fund and send one copy of the Report to the University Grants Commission and place one copy before the Executive Council.