



BPS MAHILA VISHWA VIDYALAYA

DEAN STUDENTS' WELFARE OFFICE

(A State University established by an act of state legislative assembly of Haryana and recognized by UGC under section 2(f) and 12B of UGC act).

Po. Khanpur Kalan, Dist. Sonapat (Haryana) Pin 131305, Website: www.bpswomenuniversity.ac.in

Dean office: Room No 10, First Floor, students Activity Centre, Email: dsw@bpswomenuniversity.ac.in

Ref. No. BPSMV/DSW/25/1946

Dated: 25/09/2025

Circular

Applications are invited for obtaining the financial assistance from the Students' Aid Fund of BPSMV from the needy students studying in UG/PG courses of BPSMV.

The needy students should submit their application in prescribed format to concerned HOD/Principal on or before **5th October, 2025**.

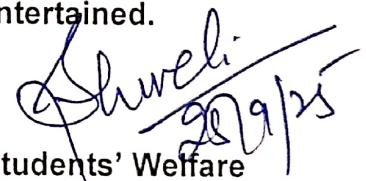
Application format along with rule & regulations for the financial assistance from the Charity Fund of BPSMV may be obtained from concerned Deptt/Institute or it may be downloaded from University Website <http://bpsmv.ac.in>.

In the light of rules & regulations, concerned HOD/Principal/Director Regional Centers shall constitute a department level committee for scrutinizing the forms. The students Scholarship may be given to maximum number of students taking at least two applications from each class of each course for an intake up to 60 from constituted/Colleges/Departments. After scrutinizing the applications by the committee, the HOD will forward the same (actual needy students) to DSW (Convener of charity fund) on or before **15th Oct. 2025** in the office of DSW.

Financial assistance up to Rs. **12,000/-** per student per year only shall be provided to the eligible candidates subject to the condition of availability of funds.

The same may be displayed on the Department Notice Boards.

Note: - Before sending the applications to Dean Students' Welfare office all the HODs/Principal/Director Regional Centers/Incharges may ensure that certificate mentioned at Sr. No. 3 in application form must be not older than three months from the last date of application invited i.e. 15.10.2025 and the same must be issued by Executive Magistrate/SDM or Competent Authority. The Income Certificate issued by Notary Public shall not be entertained.


Dean Students' Welfare
& Convener Charity Fund

Encl: Rule Regulation, Application format, Annexure-1 (6 Pages)

Endst. No. BPSMV/DSW/25/1946

Dated: 25.09.2025

A copy of the above including Rule Regulation & Application format is forwarded to the following for kind information and necessary action Please.

1. HODs/Principals/Director Regional Centres/Incharges of BPSMV, having UG/PG Degree Courses.
2. P.S to Vice-Chancellor (For kind information of the Hon'ble Vice-Chancellor)
3. P.A. to Registrar (For kind information of Worthy Registrar)
4. Finance Officer, BPSMV, Khanpur Kalan.
5. Incharge Website (For upload the same in the <http://bpsmv.ac.in/>)
6. DSW Notice Board/ DSW Facebook Page.


Dean Students' Welfare
& Convener Charity Fund

Application Form

For Financial Assistance in the form of Charity to Poor/needly Students of BPSMV
from the students' Aid Fund of BPSMV for the year of 2025-26.

Last Date of submission the application by student to HOD: 5/10/2025

Eligible students are advised to submit their application in the prescribed format to their respective
Deptt/colleges/institutes Heads along with the following documents.

Individual application of students will not be entertained.

1. One copy of the passport size photograph with signature of the students thereon.
2. One attested copy of DMC in respect of the last examination passed.
3. An affidavit as per **Annexure-1** not more than 3 months old from SDM/ Executive Magistrate or
Competent Authority (Notary Public issued not consider)
 - (i) Not getting any Scholarship or any financial aid from any other source.
 - (ii) Income if her parents are not working in service Govt./Private Sector.
4. For family income latest salary slip in the case of parent/guardian in government/private service.
5. If the earning family member is not alive, attach Death Certificate.
6. If belong from BPL family, attach attested photocopy.
7. If belongs to reserve Category, attach attested photocopy.

Name of the Student (Capital Letters)

Father's/Guardian Name

Mother's Name

Name of the Dept/College/Inst.

Date & Year of Admission in BPSMV

University Registration No.

Name of Course

Class/Semester Roll No.....

Mobile No:

Email Address

Hostler/Day Scholar

Date of Birth (DD /MM/YY)

Marital Status

Aadhar Card No.

*Category: (SC/ST/OBC/PH/Gen/other)

*Do you belong to BPL family Yes/No

*Do you or your family has agriculture Land Yes/No.....

*Are you living in your own home

Yes/No.....

Address for Correspondence (With phone No).....

Affix self attested
Passport size
photograph

.....Pin Code.....

Permanent Address (With phone No).....

.....Pin Code.....

Details of Course:

A- Duration of Course:

B- Last Exam result: Pass/Fail.....Max Marks.....Obtained
Marks.....%

Detail of the family members:

Sr. No.	Name	Relation	Age	Occupation	Annual Income
1.					
2.					
3.					
4.					
				Total Income-	

*Enclosed Income certificate issued by competent authority (Not more than 3 month old): -

Bank Details:

Name of Account holder.....Bank Name.....

Branch address.....

Account Number.....Mobile No.....

IFSC Code.....Pan No.....

Self Declaration

ID/o Sh.....hereby
declared that I have not receiving any type of scholarship or any financial assistance from the institution
or otherwise. If anything found wrong I shall be liable to refund all financial assistance received from
Charity Fund with interest.

Counter signed by Parents/Guardian

Signature of the Applicant

Dated.....

Place.....

(To be filled by concerned HOD) Last Date of submission the application by HOD to DSW: 15/10/2025

Ref. No.....

Date.....

Certified that Miss/Mrs..... D/o Sh.....

Is a bonafied student of this Dept/College/Institution and studying in..... Class/Sem.

under Roll No. and she is not receiving or received any benefit under any other schemes from the Institutions or otherwise as per record. The annual fee of the Course/Class/Sem. is

Rs.....and all information mentioned in this application by the student is correct

being based on official record.

Our committee recommends her name for financial assistance from Students' Aid Fund of BPSMV.

Signature of the Head of the Institution

(With official seal)

NOTE:- To be issued by the Executive Magistrate on Rs 10/- stamp. (Non Judicial Stamp)

शपथ-पत्र

मैं.....D/oनिवासी.....

हल्फ से निम्नलिखित बयान करती हूँ कि:-

1. यह है कि मैं खानपुर महिला विश्वविद्यालय के
.....विभाग / संस्थान की वर्ष
की छात्रा हूँ।

2. यह है कि मैं कहीं ओर से किसी भी प्रकार की छात्रवृत्ति या वित्तीय सहायता नहीं ले रही
हूँ।

3. यह है कि मेरे परिवार की कुल सकल वार्षिक आय..... रुपये है।

मेरे द्वारा दी गयी उपरोक्त जानकारी सत्य है, यदि कोई जानकारी गलत
पायी जाती है तो, विश्वविद्यालय मेरे खिलाफ उचित करवाई करने के लिए स्वतंत्र है
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शपथकर्ता

दिनांक.....

.....(हस्ताक्षर)

.....(नाम छात्रा)

The guidelines regarding the disbursement of Students' Aid Fund approved in 76th meeting of Executive Council 01.09.2023 vide resolution no. 16 :-

1. Name of the Fund:

This shall be named as "Bhagat Phool Singh Mahila Vishwavidyalaya Students' Aid Fund", hereinafter referred to as BPSMVSAF.

2. AIM and Objects:

This fund is to render financial assistance in term of charity to poor students to meet their tuition or examination fees or to purchase books or to meet other similar expenses. Limited assistance may be given to the students to meet their hostels, mess, clothing or medical expenses if their needs are considered genuine. No scholarship or stipend or reward or prize will be given from this fund.

Individual cases for assistance will be assessed on merit-cum-means basis and as far as possible the students who are already enjoying any kind of concession/scholarship will not be considered for assistance from this fund. Exceptions, however, be made by the Vice-Chancellor in real hard cases.

3. Fund:

The funding of the Charity will be from:

- (i) The earning from the total sale of University prospectus in a year @ Rs. 50/- each shall be deposited in the Students' Aid Fund.
- (ii) All fines realizable from Students' viz absentee fine, library fine, late fee fine, breakage fine and fine on account of indiscipline/misconduct etc. shall be deposited into the said fund.
- (iii) Voluntary donation from other sources. (University will provide the receipt of donation to the donor).

4. Eligibility:

The financial assistance under the scheme shall be payable to the students as per the guidelines given below in case the applicant is not availing any scholarship or any financial aid from any other body (Applicant should produce an affidavit on Rs. of 10/- stamp by 1st class magistrate).

- (a) An income of the applicants family from all sources shall not be more than 1.80 lakh per annum (Applicant should produce income certificate by competent Authorities).

OR

- (b) Physically handicapped students who have permanent disability of not less than 40%

(On submission of relevant certificate from Chief Medical Officer)

- Preference will be given to students who are having girl siblings only.
- Preference will be given to students who are facing any litigation.

5. **Management:**

The financial assistance shall be approved by the Vice-Chancellor on the recommendations of the Committee consisting of the following:-

- Dean Students' Welfare
- Four Chairpersons of Teaching Departments to be nominated by the Vice-Chancellor
- Finance Officer
- AR (R&S) to screen the applications and prepare a list of deserving eligible students recommended by the respective Chairperson of Department for grant of financial assistance on the merit of each case, in accordance with the regulations appearing hereinafter. The AR (R&S) shall convene the meeting for screening within fifteen days of the last date of receipt of applications. AR (R&S) will be responsible for maintain the year wise records and audit of the same.

The Dean Students' Welfare shall be responsible for the administration of the funds.

- HODs/Chairpersons/Principals/In-charges/Directors Regional Centres shall constitute a department level committee for scrutinizing the applications. The students Scholarship may be given to maximum number of students taking at least two applications from each class of each course for an intake up to 60 from constituted/Colleges/Departments. After scrutinizing the applications by the committee the HOD will forward the applications (actual needy students) to DSW (Convener of Students' Aid Fund).
- Financial assistance may be given to the students maximum Rs. 12,000/- per student per year subject to the availability of total amount in the Students' Aid Fund, otherwise it may be given in proportion to available amount in the Students' Aid Fund.
- Circular for application will be sent after 15th September every year. Applications may be invited by concerned HOD by notifying this to the students with application format and may be forwarded to the branch latest by 15th October.

The financial assistance may be distributed to the students on the occasion of 26th January (Republic Day) by crossed cheque.

9. **Audit:**

The accounts of the BPSMVSAF shall be audited by the Resident Audit Officer as may be deputed by the Director, Local Fund Audit, Haryana.