

**SCHOOL OF OPEN LEARNING
(CAMPUS OF OPEN LEARNING)
UNIVERSITY OF DELHI,
5, Cavalry Lane, Delhi-110 007.**

No.SOL/SSS/FC'2004

Dated _____

**Sub : FEE CONCESSION AND BOOKS FROM THE BOOK BANK
ACADEMIC SESSION 2004-2005
(For II & III Year Students only)**

Dear Student,

You will be happy to note that the School of Open Learning grants fee concession to the poor and deserving students.

If you wish to avail of this concession please fill up the enclosed form and submit it to the School. Your case will be considered only if your total or family income is not more than Rs. 8,000/- per month. The following documents must be attached.

1. A Certificate from your employer regarding your monthly income, in case you are employed and that the tuition fee is not reimbursed.
2. A Certificate from the employer of your father/husband/guardian regarding his/her monthly income and that the tuition fee is not reimbursed.
3. If you belong to Scheduled Caste/Tribe/Backward Community, a Certificate to this effect from a gazetted officer. (It may be noted that students belonging to Scheduled Caste/Scheduled Tribes who are employed are not entitled to fee concession.)
4. An affidavit on stamp paper (for Rs. 2/-) about the total income of the family from all sources if father/husband/guardian of the student is not in service.
5. Attested copy of the Marks Sheet of the last examination passed.
6. An attested photocopy of the ration card.

The decision on the application will be communicated to the student in due course.

Please note that full fee concession means exemption from payment/refund of tuition fee only.

The fee concession of those students who show poor performance in their examination is likely to be withdrawn.

The completed form in every respect should be submitted to the Students Service Section (Room No. 12) between 10.00 a.m. and 1.00 p.m. on any working day.

Please note that incomplete applications will not be considered.

Yours Sincerely,

(Prof. H.C. Pokhriyal)
Executive Director

Important Instructions

1. Any false statement on the part of student/guardian in the form would make the student liable to disqualification and disciplinary action.
2. Please write your Roll Number allotted by the School office clearly.
3. Applications received after due date will not be considered.

List of Committee Members for 2004-2005

Dr. S. C. Garg (Convener), Sh. P. K. Satapathy, Dr. Vijay Bala Tiwari, Dr. S. K. Anand, Mrs. Adity Ganguly, Mrs. Nalini Taneja, Dr. Rama Jain, Mrs. S. P. Wahi, Dr. Rajendra Prasad, Dr. Shubh Laxmi Vats, Sh. Anis Hasan, Dr. S. Manickavasgam, Mrs. Preeti Goel.

**SCHOOL OF OPEN LEARNING
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UNIVERSITY OF DELHI,
5, Cavalry Lane, Delhi-110 007.
FORM FOR BORROWING BOOKS FROM BOOK BANK
ACADEMIC SESSION 2004-2005**

1. Name of the applicant:

Mr./Miss/Mrs.

2. Admission No.

3. Class in which studying

4. Postal Address

5. Result of the last examination (attach photocopy of marks sheet).

6. Particulars of the books required (Only Text books are supplied by the Book Bank)

Sl.No.	Name of the book	Author	Medium
1.			
2.			
3.			
4.			

Note: The students will have to return all books borrowed from the Book Bank within ten days of the completion of his/her examination.

Total Income Rs.

(As per Income Certificate)

Signature (Dealing Asstt.)
Students Services Section

DECISION OF THE COMMITTEE

Convener/Member

Students Welfare Committee

Date

**SCHOOL OF OPEN LEARNING
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 5, Cavalry Lane, Delhi-110 007.**

APPLICATION FOR FEE CONCESSION/FINANCIAL AID

1. Name of the student : Mr. Miss/Mrs.
 (in block letters)

2. Class in which Studying

3. Postal Address

4. Educational Qualification :

Last Examination Passed	Board/ University	Name of the School/College	Year	Division	% of marks Obtained

5. Are you employed ? If employed, your

(a) Place of work with full office address

(b) Total Income per month, including income from all sources

(Please enclose a certificate from your employer)

6. Father's Name (If father is not alive, guardian's name and his/her relationship with you.)

(a) Full Address

(b) Occupation and Designation

(c) Place of work with address

(d) Total income per month including income

from sources (Please enclose a certificate

from the employer)

(e) Educational allowance, if any,
being received

(f) Is he/she an income tax payer?

7. Family Members : Please give the following details of all persons dependent on you/your father or guardian :

Sl. No.	Name	Age	Relationship with the Stud.	Studying in class	Earners/ Non-earner	If Earner, income per month
1.						
2.						
3.						
4.						
5.						
6.						
Grand Total						Rs.

8. Were you granted fee concession last year? Yes/No
If yes, how much

We declare that the particulars given in this application are true and correct to the best of our knowledge.

Full signature of Father/Guardian

Full Signature of Student

Date

Date

Note : Any false statement on the part of student/guardian in the form would make the student liable to disqualification and disciplinary action.

DECISION OF THE COMMITTEE

Signature of the Dealing Assistant

Convener/Member, Students Welfare Committee

Date