



**GOVERNMENT OF ODISHA  
DEPARTMENT OF HIGHER EDUCATION**

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**FORM FOR RENEWAL OF SCHOLARSHIP**

( To be submitted by the student to the College Authority )

( As directed vide Office Order No.HE-XI-SCH-228/2012- 12370 /HE. Dt. 01.05.2013 )

**PART – I ( Scholarship and Institution Details )  
(YEAR MEANS ACADEMIC SESSION)**

1	Name of the scholarship	Junior ( +2) / Senior (+3) / P.G. / Technical / Professional		
2	Name of course			
3	Current year / semester of study		Duration of course	
4	Whether the student is pursuing B.Tech. course	On regular basis	Or through Lateral entry	
5	Name and postal address of the educational Institution			
6	E-mail address of the Institution			

**PART – II ( Information of Scholarship Holder )**

1	Name of the student and his/her Mobile phone number			
2	Year of admission			
3	Year in which application for award of scholarship was submitted			
4	Years for which scholarship have been disbursed in the past			
5	Class to which the student is promoted			
6	Renewal of scholarship recommended for the year/s			

**PART – III ( Bank Information of Scholarship Holder )**

1	Name of the Account holder	
2	Savings Bank A/c. of student	
3	IFSC number of the Bank	
4	Address of the Bank	
5	Signature of the student	

**PART – IV ( Recommendation of the College Authority )**

Certified that the aforesaid information furnished by the student is correct and he / she is promoted to the next higher class ..... It is therefore recommended that as the academic performance and conduct of the student is satisfactory, renewal scholarship for the year ..... may be granted in his / her favour in time. The concerned student is not availed any other scholarship awarded by the State / Central Government / any other Institutions simultaneously during his period of study.

Place -  
Date -

Signature & Seal of  
Head of the Institution /  
Authorized Officer

## INSTRUCTION FOR RENEWAL OF SCHOLARSHIP

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1. The renewal application should be enclosed with copy of supporting documents i.e. copy of first page of Savings Bank Pass Book issued by the Banks, last academic performance report etc.
2. After receiving the renewal application, the College Authority shall verify the form about the correctness of facts submitted by the students along with linked information, viz. a. He must be a resident of Odisha.  
b. He must fulfill other criteria such as income ceiling and as indicate in point 6.
3. The College Authority after verification of the renewal applications shall prepare a list of students for renewal of scholarship indicating the following information to the Under Secretary to Government, Higher Education Department, Odisha Secretariat, Bhubaneswar, District- Khurda, PIN – 751 001 for necessary action of the Government.

Sl. No.	Name & Mobile No. of student / Course	Regular / Lateral	Renewal of scholarship recommended for the year/s	Amount of scholarship to be sanctioned	Bank A/c. No. of student	IFS Code of Bank	Address of the Bank
1	2	3	4	5	6	7	8

4. The disbursement of all scholarship amounts shall be credited to the Savings Bank Account of students directly by the Electronic Credit System.
5. One time proposals in this prescribed format of all students batch wise taking selection year into consideration should be submitted once in a year
6. A student who is receiving any other scholarship awarded by the State or Central Government i.e. scholarship awarded by S.T & S.C Development Department including Minorities & Backward Class Development Department, Ministry of Labour & Employment to the children of Beedi workers etc.; their cases should not be forwarded to the Higher Education Department

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