

Scholarship Regulations, 2021
(Applicable from the Academic Year 2021 – 2022)

NALSAR University of Law, Hyderabad

PREAMBLE

The National Academy of Legal Studies and Research [NALSAR] University of Law, Hyderabad:

Recognising that access to education is crucial for the empowerment of all members of society;

Recognising that the creation of a vibrant academic environment is premised upon throwing open the portals of higher education to all who show a quest for knowledge;

Believing that diversity in education is crucial to ensuring an honest reflection of society in furthering the scholastic ideal;

Seeking to provide the constitutional ideal of effective equality of opportunity to every student, to aid in their academic, professional, and cultural development; and

Furthering the values of equity and justice through a cohesive and progressive policy, exhorting the institution to work with third-party initiatives;

Does hereby adopt these Scholarship Regulations on _____.

PROCESS OF SCHOLARSHIP APPLICATION AND DISBURSAL

1. Definitions

1.1. “B.A. LL.B. (Hons.)” refers to the five-year undergraduate academic programme in law, recognised and administered by the University.

1.2. “Fee” shall mean the ‘Tuition Fee’ as provided in the fee structure of the academic programme.

1.3. “User Charges” shall include the heads such as Room Rent, Internet Fee, Electricity Charges, Generator Charges, Water Charges, Outsourced Services, Sport & Games Facilities Fee, etc. as provided in the fee structure of the academic programmes.

1.4. “Financial Aid” means financial aid awarded to the students, as sanctioned by the University under this Regulation.

1.5. “Income” means annual family income.

1.6. “Parent” shall mean a parent of a student enrolled in a full-time regular programme with the University.

1.7. “IPM” refers to the five-year Integrated Programme in Management, recognised and administered by the University.

1.8. “LLM” refers to the one-year postgraduate academic programme in law, recognised and administered by the University.

1.9. “MBA” refers to the two-year postgraduate academic programme in business administration, recognised and administered by the University.

1.10. “University” means the National Academy of Legal Studies and Research [NALSAR] University of Law, Hyderabad.

1.11. “University Scholarship Financial Committee” means the panel of members appointed by the University for the purpose of sanctioning financial aid under the Scholarship Programme as under Article 4.

1.12. “Alumni Cell” refers to the cell constituted by the Student Bar Council to deal with matters concerning alumni relations.

2. Patron

The Vice-Chancellor shall be the Patron of the University Scholarship Committee, and shall exercise final authority over all decisions regarding scholarship regulations and disbursement.

2.1 The Vice-Chancellor shall consider all recommendations made by the Scholarship Finance Committee and may take any decision that would ease the process regarding disbursement of scholarship

2.2. The Vice Chancellor shall have the discretionary power to award a Full or Partial Fee remission, including User Charges or any other charges under the Fee Structure, to any student whom the Vice-Chancellor deems fit, upon a written request to the Vice-Chancellor.

Provided that this power may be exercised in exceptional circumstances, if the Vice-Chancellor is convinced that the applicant is facing severe financial hardships. Such exceptional circumstances shall include loss of family income sources, serious illness in the family, death of an income contributor to the family, or any other circumstance as may be deemed fit for consideration.

Provided further that the Vice-Chancellor shall take into consideration the possible additional financial needs of students belonging to a disadvantaged ethnic or religious or caste identity, physical disability status, gender identity or a compounding of the above-mentioned identities in granting of a fee remission.

2.3. The Vice-Chancellor shall, every three years, select and appoint an ad-hoc student body to review the provisions in the Scholarship Regulations.

3. General Conditions

3.1. The eligibility criteria for applying for financial aid under this regulation is as follows:

3.1.1. The annual income of the parents of the student shall not exceed Rs. 8,00,000; and

3.1.2. In case of B.A. L.L.B.(Hons.), the student should have secured 45% aggregate marks or more in 10+2 examination or their equivalent (40 % for applicants belonging to SC/ST communities). In case of 2nd to 5th year students they should have secured a minimum CGPA required for passing, till the last academic year, as per the Academic Regulations of the University.

3.1.3. In case of LLM programme, the student should have secured 50% of aggregate marks or more in B.L. or L.L.B. examination or their equivalent (45 % for applicants belonging to SC/ST communities).

3.1.4. In case of MBA programme, the student should have secured 50% of aggregate marks or more in graduation or an equivalent degree. In case of 2nd year students, they should have secured a minimum CGPA required for passing, till the last academic year, as per the Academic Regulations of the University.

3.1.5. In case of IPM programme, the student should have secured 60% aggregate marks or more in 10+2 examination or their equivalent (50 % for applicants belonging to SC/ST communities). In case of 2nd to 5th year students, they should have secured a minimum CGPA required for passing, till the last academic year, as per the Academic Regulations of the University.

3.1.6. If a beneficiary of the scholarship applies in the consequent year, then they should have secured at least the next higher CGPA or equivalent grade, above the minimum pass, in the year in which the scholarship has been awarded, i.e., CGPA of 6.0 on the 10 point CGPA Scale or its equivalent grade of B+.

Explanation 1- For the B.A. L.L.B. (Hons.) batches admitted prior to the a.y. 2021-2022 the requirement shall be 4.00 on the 8.00 CGPA Scale or equivalent grade of B+.

Explanation 2 – For the MBA batches admitted prior to the a.y. 2021-2022, the requirement shall be 5.00 on the 10.0 CGPA Scale or equivalent grade of C+.

Explanation 3 – In cases where the student has not been able to improve their grade, Vice-Chancellor may still forward their application if there are genuine reasons for such a performance and financial hardships are too difficult to overcome.

3.1.7. The student has not been found guilty of ragging, sexual harassment or any other major violation of University's Disciplinary Rules.

3.2. No Scholarship under this policy shall be claimed as a matter of right.

3.3. Under no circumstances shall the University publicly notify the list of candidates who are awarded scholarship under this policy. However only a student who applies for Scholarship under this policy shall be allowed access to the list of candidates who are awarded scholarship upon a written request to the University Scholarship Committee.

3.4. The University shall collect fees from the students on an annual basis, in case of exceptional circumstances students can make a request, addressed to the Vice-Chancellor to allow for payment of fees on instalment basis.

3.5. Students who avail external scholarship(s) shall also be eligible to avail scholarships under the provisions made by these regulations. Such scholarships shall be calculated with respect to the extent of tuition fee not covered by the external scholarships.

Illustration – Mx. ABC has a family income of less than one lakh rupees thus making them eligible for a financial aid of 100 percent of Tuition Fee [assume 1,30,000 Rupees], but also has an external scholarship of Rs 90,000. They will be eligible to receive Rs 40,000 from the University as under these regulations.

4. Composition and Term of the University Scholarship Committee

The University Scholarship Committee shall comprise the following individuals:

4.1. The Faculty In-Charge (Student Welfare), who shall be the Chairperson of the committee

4.2 A faculty member nominated by the Vice-Chancellor;

4.3. A faculty member belonging to the SC/ST/OBC/Minorities including the Religious, LGBTQIA+ communities nominated by the Vice Chancellor;

4.4. One or more administrative staff members as nominated by the Vice-Chancellor; and

4.5. A member of the University, who is not currently enrolled in any of the four academic programmes (i.e., B.A. LL.B. (Hons.), IPM, LLM, and MBA) and who is either an expert on disability issues or issues pertaining to the LGBTQIA+ communities or has worked considerably on issues concerning the mentioned communities or is a member of the above-mentioned communities.

4.6 A member who is part of the NALSAR Parent – Teacher Association, nominated by the Vice-Chancellor.

4.7. A member who is a part of the NALSAR Alumni Association, nominated by the Vice-Chancellor.

Provided that at least two members of the University Scholarship Committee must be woman.

4.8 The term of the committee shall be for a period of three years from the date of notification by the University

5. Powers and Responsibilities of the University Scholarship Committee

5.1. The Committee shall be responsible for calculating the amount of scholarship to be granted to each applicant, in accordance with the rates provided in Schedules annexed to the regulations.

5.2. The Committee shall have the discretionary powers recommend to the Patron to grant fee waivers beyond the minimum amount prescribed in the Schedules to any applicant who demonstrates the requirement of additional financial support to pursue education in the University.

Provided that this power may be exercised in exceptional circumstances as demonstrated by the applicant to include the remainder of the Tuition Fee (if not already granted), and / or User Charges as defined in the Fee Structure of the Academic Programme.

Provided that this power may be exercised in exceptional circumstances, to grant a full Fee Remission, if the Committee is convinced that the applicant is facing severe financial hardships. Such exceptional circumstances shall include loss of family income sources, serious illness in the family, death of an income contributor to the family, or any other circumstance as may be deemed fit for consideration.

Provided further that the Committee shall take into consideration the possible additional financial needs of students belonging to a disadvantaged ethnic or religious or caste identity, physical disability status, gender identity or a compounding of the above-mentioned identities, if such request for additional financial support is furnished with reasons by the applicant in the scholarship application form.

5.3. The University Scholarship Committee shall meet at least once in an academic year, to determine the amount of scholarship disbursement for the applicants. The quorum of the meeting shall be 2/3rd of all the members of the committee.

5.4. The Committee shall ensure that its proceedings and decisions are not disclosed to parties other than the concerned applicants, the Accounts Office and the Vice Chancellor.

5.5. The Committee shall ensure that scholarship applications are made available to the applicants before the end of the first week of July or one week after the completion of admissions by the University.

Provided that in case a student is admitted after the closure of admissions for some extraordinary reasons, the committee shall ensure that such a student is informed of the Regulations and be given adequate time to apply for Scholarship.

5.6. The Committee shall provide prospective applicants at least three weeks' time to submit their applications along with the requisite documents, as specified in the scholarship notification in accordance with Schedule III.

Provided that the Committee shall have the power to extend the deadline for an applicant if a *reasonable* request is made.

5.7. The Committee shall facilitate the procedure of application in both online and offline modes.

5.8. The University Scholarship Committee shall make all scholarship disbursement decisions within four weeks of the deadline by which the applications are received.

6. Responsibilities of the University

6.1. The Regulations shall be prominently notified on the University website, and any other suitable official publication of the University.

6.2. The Regulations must be mentioned in the admission brochure and on the website concerning the admission process for all the academic programmes offered by the University, such that all prospective students are informed that the University has a number of scholarship schemes to ensure that no one is denied access to education on account of lack of means alone.

6.3 The University shall ensure *equitable* allocation of Scholarship Budget among the different academic programmes of the University and notify the students accordingly.

6.4. The University, through its Patron, shall ensure that the announcement notifications for all internal scholarships are made prominently on all University noticeboards, as well as on the University Website. Such notifications shall also be sent through email to all the students of the University. The University shall also compile a non-exhaustive list of prospective external scholarship opportunities, in collaboration with the Student Committee.

7. Constitution of Student Scholarship Committee

7.1. The University shall constitute a Student Scholarship Committee, chosen through the evaluation of a Statement of Purpose by the Faculty In-Charge (Student Welfare). The said Student Scholarship Committee shall comprise one representative from each batch, drawn from across the four academic programmes (5-year LLB, LLM, 5-year IPM and MBA) administered by the university.

Provided that of the representatives so chosen, one-third of the seats are to be reserved for stakeholders in the scholarship process i.e., for the beneficiaries of the Regulations.

Provided further that for the purposes of this provision, any fraction of a number shall be rounded off as one.

7.2. The said Student Committee shall be constituted at the start of every academic year. The representatives from the second year to the fifth year of the 5-year LLB programme, the 5-year IPM programme and the second year of the MBA programme shall be selected no later than 15 days from the commencement of the academic year. The representatives from the first year of the 5-year LLB programme, the 5-year IPM programme, LLM programme and MBA programme shall be selected no later than 15 days from the closure of the admissions. The Student Committee shall therefore be deemed to have been constituted on 30th July of the relevant academic year. Each Committee shall therefore have a term of one year.

7.3. The outgoing Student Committee shall be tasked with the responsibility to ensure that the new Student Committee is constituted within the said deadline.

7.4. The quorum for meetings shall be at least one-half of all members. This quorum shall take decisions by consensus.

Provided that for the purposes of this provision, any fraction of a number shall be rounded off as one.

7.5. The said Student Committee shall be required to meet a minimum of three times a semester, and shall have to record reasons in an event of failure to do so.

8. Responsibilities of the Student Scholarship Committee

The Student Scholarship Committee shall:

8.1. Assist with the overall administration of this Regulations, with the generation of funds for scholarships, and to raise awareness among the student body and potential donors.

8.2. Assisting the University in the review the funds made available each year through internal and external scholarships.

8.3. Constitute a help desk with three volunteers on the day of admission, in order to spread awareness regarding the scope and extent of the internal scholarship programme.

8.4. Provide assistance to applicants with the procurement of affidavits and other requisite documents.

8.5. Be tasked with the responsibility to identify external scholarships and to coordinate with the administration in ensuring that it is prominently displayed on the university website.

8.6. Conduct periodic awareness campaigns and donation drives, to sensitise the student body to the needs of the beneficiaries, under the supervision of the Faculty In-Charge (Student Welfare).

8.7. Take steps to persuade private donors, to enhance external scholarships, and to periodically adjust the scholarship amounts for inflation to reflect the reasonable costs incurred by students, under the supervision of the Faculty In-Charge (Student Welfare).

8.8. Take steps in coordination with the Alumni Cell to persuade alumni of the University to contribute towards scholarship funds.

8.9. Recommend the issuance of a report on the efficacy and administration of the Regulations, making suggestions for improvement/reform after a period of every two years and assist the Faculty In-Charge (Student Welfare) with the same.

8.10. Make suggestions to the Patron to further improve the Scholarship Regulations.

8.11. Undertake any other task it deems fit for the effective implementation of these Regulations.

9. Faculty In-Charge (Student Welfare)

The Faculty In-Charge (Student Welfare) shall be:

9.1. Appointed by the Vice Chancellor and shall be a member of the Academic Faculty of the University.

9.2. Tasked with the responsibility to address the concerns of students with respect to the Scholarship Regulations and Procedure such as the application process, document requirement, eligibility criteria etc. throughout the Academic Year.

9.3. Empowered to seek any information regarding the University Scholarship Regulations from the Accounts department in discharging their duties.

9.4. Empowered to make suggestions regarding any aspect of the Scholarship Regulations to the University Scholarship Committee and the Vice Chancellor and prompt consideration shall be given to such suggestions.

9.5. Required to furnish a report at the end of every Academic Year to the Patron elaborating various details of the award of Scholarship in relation to the composition of

the pool of beneficiaries, the break-up of funds, the duration of the process of disbursement of Scholarship, scope for streamlining the Regulations etc., in collaboration with the Accounts Officer.

9.6. Required to ensure that there is wide dissemination of information regarding the Scholarship Regulations to the Students and Parents/Guardians at the time of the students' admission into the University.

9.7. Required to record any complaint made by any member of the student body regarding any clause of the Scholarship Regulations or the process of award of Scholarship to students and to report the same to the University Scholarship Committee and the Vice-Chancellor as soon as possible.

9.8. Required to perform an advisory role and oversee the functioning of the Student Committee.

10. Directive Principles

The following guidelines shall be observed by the University Scholarship Committee and the University to ensure effective functioning of the scholarship allocation and disbursal mechanism:

10.1. The university shall endeavour to make the Scholarship Regulations available in Telugu, Hindi and English, and in other languages as may be deemed feasible.

10.2. The University may undertake any other programme to ensure that each deserving candidate is provided sufficient financial assistance that may aid the student in pursuing their internship opportunities and related expenditure.

10.3. In the event that an applicant submits certificates or other relevant documents which are found to be falsified, such an application will not be taken into consideration. No scholarship benefits shall be made available to the said applicant for the remainder of the student's academic tenure and the University will be entitled to initiate disciplinary proceedings against the student.

10.4. Orientation Programmes shall be organized to sensitize the Administrative Officer, accounts staff and the faculty involved in the process of application, allocation and disbursement of Scholarship so as to ensure that the process of award of Scholarship is smooth to the students.

Provided that the Orientation Programmes will be based on the following priorities:

10.4.1. To equip the concerned members to deliver communications to students with maximum clarity.

10.4.2. To equip the concerned members to be sensitive to the diversity of the Student Body in discharging their duties.

10.4.3. To equip the concerned members to cooperate with the representatives and the members of the Student Body with respect to any queries regarding the Scholarship Regulations.

10.5. The University shall endeavour that at least One Crore Rupees is allocated each year for the Annual Scholarship Budget.

11. Scholarship Corpus

11.1 The University shall have an Annual Scholarship Budget approved by the Finance Committee, Executive Council and General Council of the University.

11.2 The University out of its own funds shall also endeavour to create a Scholarship Corpus. The interest earned may be used for the purpose of scholarship under these Regulations.

12. Process of Disbursal

12.1. The University shall notify the student body of the procedure to avail the financial aid from the university. The notification shall also contain the procedure to avail Financial Aid.

12.2. On receiving all the applications for financial aid, each application shall be verified and a list of beneficiaries and their eligible amount of Financial Aid shall be prepared according to the provisions of Schedule I.

12.3. Should the amount, for which applications are received, exceed the **scholarship budget amount**, a new list of beneficiaries and their eligible amount of Financial Aid shall be prepared according to the provisions of Schedule II.

Illustration – Assume the sanctioned budget for the year is 75 lakh rupees, if the amount for which applications are received is 65 lakh rupees i.e., less than 75 lakhs, then scholarship shall be disbursed as per Schedule I. If the amount for which applications are received is 80 lakh rupees, i.e., more than 75 lakhs, then scholarship shall be disbursed as per Schedule II.

12.4. Even after the calculation as per Schedule II, if the scholarship budget amount is less, then the amount to be disbursed to the candidates shall be reduced proportionately. However, the University may explore the possibility of allocating funds from other sources, subject to availability and possibility of re-appropriation.

12.5. The amount of scholarship sanctioned shall be adjusted against the Fee and in no event shall scholarship be granted in the form of cash. In case of final year students who have paid the fee in advance, the sanctioned amount will be remitted to the bank account of their parents.

SCHEDULE I – MEANS BASED SCHOLARSHIP

The scholarship amount for each student will be determined based on the following calculation:

$$\text{Scholarship Amount} = \frac{\text{Base Points of the respective annual family income bracket}/100}{\text{Tuition Fee}} \times$$

Table 1 – Calculation Table for Means Based Scholarship

| Annual family income (in Rupees) | Base Points |
|---|--------------------|
| Up to 3,00,000 | 100 |
| 3,00,001 to 4,00,000 | 85 |
| 4,00,001 to 5,00,000 | 60 |
| 5,00,001 to 6,00,000 | 45 |
| 6,00,001 to 7,00,000 | 30 |
| 7,00,001 to 8,00,000 | 20 |

SCHEDULE II – MEANS-CUM-MERIT BASED SCHOLARSHIP

1. The provisions under this Schedule shall be applicable only in the circumstances where the sanctioned scholarship budget amount is less than the calculated amount by applying the provisions of Schedule I to the received applications.
2. Scholarship under Schedule II would be awarded to students based on the criteria of means-cum-merit basis. With 75 percent weightage for means component and 25 percent for merit component.
3. Scholarship would be based on the following calculation

$$\text{Scholarship Amount} = \frac{\text{Tuition Fee} \times [(0.75 \times \text{Points for Means}) + (0.25 \times \text{Points for Merit])}{100}$$

Table 2.1 – Calculation Table for Means Component

| Annual Family Income (in Rupees) | Base Points for Means Component |
|----------------------------------|---------------------------------|
| Up to 3,00,000 | 100 |
| 3,00,001 to 4,00,000 | 85 |
| 4,00,001 to 5,00,000 | 60 |
| 5,00,001 to 6,00,000 | 45 |
| 6,00,001 to 7,00,000 | 30 |
| 7,00,001 to 8,00,000 | 20 |

Table 2.2 Calculation Table for Merit Component on an 8 Point Scale CGPA

| CGPA | Points | | CGPA | Points |
|-------------|---------------|--|-------------|---------------|
| 8 | 100 | | 5.5 | 50 |
| 7.9 | 98 | | 5.4 | 48 |
| 7.8 | 96 | | 5.3 | 46 |
| 7.7 | 94 | | 5.2 | 44 |
| 7.6 | 92 | | 5.1 | 42 |
| 7.5 | 90 | | 5 | 40 |
| 7.4 | 88 | | 4.9 | 38 |
| 7.3 | 86 | | 4.8 | 36 |
| 7.2 | 84 | | 4.7 | 34 |
| 7.1 | 82 | | 4.6 | 32 |
| 7 | 80 | | 4.5 | 30 |
| 6.9 | 78 | | 4.4 | 28 |
| 6.8 | 76 | | 4.3 | 26 |
| 6.7 | 74 | | 4.2 | 24 |
| 6.6 | 72 | | 4.1 | 22 |
| 6.5 | 70 | | 4 | 20 |
| 6.4 | 68 | | 3.9 | 18 |
| 6.3 | 66 | | 3.8 | 16 |
| 6.2 | 64 | | 3.7 | 14 |
| 6.1 | 62 | | 3.6 | 12 |
| 6 | 60 | | 3.5 | 10 |
| 5.9 | 58 | | 3.4 | 8 |
| 5.8 | 56 | | 3.3 | 6 |
| 5.7 | 54 | | 3.2 | 4 |
| 5.6 | 52 | | 3.1 | 2 |
| | | | 3 | 0 |

Table 2.3 Calculation Table for Merit Component on a 10 Point Scale CGPA

| CGPA | Points | CGPA | Points |
|-------------|---------------|-------------|---------------|
| 10 | 100 | 7.5 | 50 |
| 9.9 | 98 | 7.4 | 48 |
| 9.8 | 96 | 7.3 | 46 |
| 9.7 | 94 | 7.2 | 44 |
| 9.6 | 92 | 7.1 | 42 |
| 9.5 | 90 | 7 | 40 |
| 9.4 | 88 | 6.9 | 38 |
| 9.3 | 86 | 6.8 | 36 |
| 9.2 | 84 | 6.7 | 34 |
| 9.1 | 82 | 6.6 | 32 |
| 9 | 80 | 6.5 | 30 |
| 8.9 | 78 | 6.4 | 28 |
| 8.8 | 76 | 6.3 | 26 |
| 8.7 | 74 | 6.2 | 24 |
| 8.6 | 72 | 6.1 | 22 |
| 8.5 | 70 | 6 | 20 |
| 8.4 | 68 | 5.9 | 18 |
| 8.3 | 66 | 5.8 | 16 |
| 8.2 | 64 | 5.7 | 14 |
| 8.1 | 62 | 5.6 | 12 |
| 8 | 60 | 5.5 | 10 |
| 7.9 | 58 | | |
| 7.8 | 56 | | |
| 7.7 | 54 | | |
| 7.6 | 52 | | |
| | | | |

Note - For computing the Points for Merit for First year students, a similar scale with range between 100 percent to 45 percent shall be used. The scale shall be adjusted as per the eligibility criteria for the respective courses as mentioned in Provision 3.1.

SCHEDULE III

1. In addition to the prescribed Application Form, applicants to the Scholarship Programme shall also attach the following:

1.1 Income Certificate issued by the Revenue Department of the concerned State Government or any other equivalent authority evidencing annual family income.

1.2 Particulars and their supporting documents of any financial aid/grant/scholarship received by them, if any, from any institution other than the University or under any scheme offered by a State and/or Central Government or from any other source.

Provided that in case an applicant does not have the benefit of any financial aid/grant/scholarship received by them, then they shall furnish a declaration stating the same.

1.3. Marks statements of qualifying examination in case of I Year students (10+2 or equivalent for B.A., LL.B. (Hons.) and IPM Programmes; B.L. or LL.B. in case of LL.M.; Graduation in case of MBA) (OR) the Grade Sheet till the last academic year.

2. In case the applicant wishes to avail the benefit under Provision 2.2. / 5.2 of this Regulations for exceptional circumstances, the applicant shall also attach a written request demonstrating the presence of such exceptional circumstances as mentioned in the provision(s). Any such request made, must necessarily include proof of such exceptional circumstances.