



RAMSADAY COLLEGE

(Affiliated to the University of Calcutta & Registered under 2f & 12B of UGC Act.)

P.O.- AMTA • DIST.- HOWRAH • PIN - 711401

(03214) 260-251
Fax : (03214) 265-471



Ref. No. RSC/fees/SAF/2018

Date. 28.11.2018.

Guidelines to obtain freeships and partial waive of tuition fees from Student aid fund.

A student is entitled to obtain freeships or concession of Tuition fees if he/she fulfils the following conditions.

1. Must have enrolled in the concerned academic session fulfilling the admission conditions imposed by the Higher Education department, Government of West Bengal and the institute.
2. Submit a letter addressing the Principal about the reason of not being able to pay the requisite fees for the session.
3. Should attach a letter of certificate from the heads of respective departments about his regularity in class attendance.
4. Freeships for students is applicable only for regular students of Undergraduate and Post Graduate courses. Students admitted under distance mode are not entitled.
5. Students getting freeships or concession in admission fees can however apply for scholarships of various agencies.
6. Annual income of a family should be less than 2.5 lakhs for freeship but has no ceiling for concession in tuition fees.
7. For refund of admission fees, UGC guidelines will be followed and a student need to cancel his/her application before claim of refund. All refund amount will be sent to designated bank accounts of the student. Only in special cases with prior permission from the Principal, refund through cash may be initiated.
8. All transactions recorded will be submitted for audit purpose at end of each academic year.
9. For availing freeships or concession only hard copies with all supporting documents is needed. No email correspondence will be entertained.

DEB KUMAR
MUKHERJEE

Digitally signed by
DEB KUMAR
MUKHERJEE
Date: 2023.04.15
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Principal & Secretary (Ex-officio)
Ramsaday College
Amta, Howrah