



Doc. No:
RMI-PFR-P-001

Effective Date:
1-03-2021

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03

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1.0 PURPOSE

1.1 To regulate the compliances of regulatory Authorities rules & regulations for award of scholarships, financial assistance, discounts etc. and provide for matters connected therewith

2.0 SCOPE

2.1 Applicable on all RMI Colleges

3.0 RESPONSIBILITY

- 3.1 Principal Concerned, initiated
- 3.2 Director Planning, review & endorsed
- 3.3 CEO, Final Approving Authority

4.0 DEFINITIONS AND ABBREVIATIONS

4.1 N/A

5.0 POLICY AND PROCEDURE

Scholarship Fund:

To provide scholarship to deserving students on need basis & to extend concessions/discounts and privileges etc. will be created subject to availability of funds and to be utilized for the following purposes:

5.1 Need based Scholarship:

The competent authority may grant suitable financial aid to the student, on case-to-case basis subject to the followings:

- a. The Scholarship is admissible to Pakistani candidates admitted on open merit seats in accordance with regulatory authority requirement.
- b. The scholarships are limited to low family income group with high merit, good academic record and students in distress due to sudden death or permanent disability of their parents/guardians among the final admitted student list.
- c. The application on prescribed form along with evidence will be obtained and to be followed by a confirmatory interview by the designated panel.
- d. Scholarship will be for the minimum prescribed duration of the course and is subject to passing all annual/semester in first attempt.
- e. The awardee shall submit an undertaking to the effect that he/she shall not leave the Program before completion of the course and shall not be found guilty of any misconduct/violation of rules.



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5.2. Distress Scholarship:

- This scholarship will be awarded as a special consideration to those students whose parents/guardian have died or declared permanently disabled & unable to support the family.
- The scholarship will be subject to confirmation of the student's inability to support his/her education after the permanent disability/demise of Parents/guardian.
- Proof of demise/permanent disability of the supporting parent / financier will have to be provided by the student at the time of application.
- The scholarship, if awarded, will be applicable for the remaining duration of the course subject to passing all annual/semester, as the case may be, examinations in first attempt.

5.3 Serving Employees:

In order to facilitate the Institute employees, who wish to pursue their studies in various RMI Educational programs after fulfilling all the codel formalities of the institution including the surety bonds, financial assistance may be awarded to them:

- Employee must have a minimum of ONE-year service in RMI, as of the last date of application for that session.
- 20% concession in tuition fee will be admissible.
- The concession will be available only as long as the employee is in RMI service.
- This concession is applicable to all RMI Educational programs.
- A certificate from the concerned HOD that the employee, after joining the programs, can still be adjusted to be fully productive in the department.

5.4 Fee Concession to Dependents of RMI Employees:

- 10% concession in tuition fee of MBBS and BDS programs and 15% in all other programs will be admissible. It will be applicable to the children and legal dependents of employees with a minimum of 1-year service.
- Admission will be on merit after fulfilling all the laid down criteria.

5.5 Performance based Scholarships/Prizes (Enrolled Students)

- This scholarship will be awarded to the student securing 1st, 2nd & 3rd Positions in Annual/semester University examination
- The Scholarship will be awarded for one year/semester on the basis of preceding year/semester performance
- Value of the scholarship will be recommended by the scholarship committee.
- The scholarship shall be awarded to the youngest student if there are more than one candidate getting equal number of marks.
- The institution has the right to suspend this scheme or otherwise.
- Performance based scholarship cannot be claimed as matter of right.

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5.4 Brother/Sister Concession:

When two or more brothers/sisters are enrolled in same college, the one(s) in the highest Class shall pay the full tuition fee prescribed and the younger may be granted fee concession up to maximum 10% of tuition fee. If the brothers/sisters are in the same semester/Year, then decision will be made based on academic's performance of both students in their latest semester/Annual examination result. Scholarship will be for the entire actual duration of the course, however, failing in annual/semester examination, the scholarship will automatically be stand withdrawn.

5.5 General provisions

- a. No students shall be entitled to avail double concession e.g. more than one scholarship or a scholarship and concession in tuition fee etc.
- b. A student allowable for two scholarships, discount or financial assistance shall be given an option to accept one of these awards or management may grant him the better financial award of the two.
- c. Any student who gets MORA, Tribal, and Worker Welfare Board, Fuji Foundation or any other similar scholarship will not be entitled to fee concession facility and any other financial benefit/scholarship offered by the College.
- d. Misconduct and violation of rule shall disqualify the student from award of scholarship/financial assistance/discount etc.
- e. Scholarships/financial assistance/discount is applicable to tuition fee only.
- f. The colleges may offer special concession/incentives in certain programs to attract the student and fill the allocated seats if need arises.

5.6 Scholarship Committee

The Committee will be comprising of the following members:

College Principal	Chairman
Dean RMI or his nominee	Member
Director Finance or his nominee	Member
Director Planning or his nominee	Member
College Student affair Incharge	Member cum Secretary

5.7 Sanctioning Authority:



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- a. The College Principal or any authorized officer of RMI BoD shall be the sanctioning authority for award of scholarship, financial assistance or discount on the recommendations of the Scholarships Committee.
- b. The College Principal or any authorized officer of RMI BoD is empowered to increase, decrease the waiver recommended by the Committee.

6.0 AMENDMENT HISTORY

Version	Date of Revision	Amendment Description (Compared to Previous Version)	Pages Affected
Issue: 01	1.03.2021		

The changes are highlighted in the policy by yellow color for easy recognition

[Signature]
Prepared by: Principal RMC

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Endorsed by: Director Planning

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Approved by:

