



SAGAR MAHAVIDYALAYA

Affiliated to University of Calcutta, Under 2(f) & 12(B) of UGC

P.O. - Harinbari, P.S. - Sagar, Dist. - 24 Pgs.(S), Pin. - 743373, W.B., Phone - (03210) 242 882, Mob. - 9733625565

E-mail : sagar.mahavidyalaya@gmail.com, Website : www.sagarmv.ac.in

Memo No. 197/SM/2023-24



Date. 14.6.2023

Date: 14.06.2023

Sub: Regarding Tuition Fee Concession 2023

Students of Sagar Mahavidyalaya who come from families with low income or having been affected financially by the pandemic, cyclone or otherwise, may apply for a concession in their semester tuition fees for the academic year 2022-23. The applications along with required documents mentioned in the application form must be submitted to the office of the college from 15.06.2023 to 25.06.2023 between 12p.m.- 4p.m. The application form may be downloaded from the college website or collected physically from the college office at the same time mentioned above. For more information go through the guide lines uploaded in the college website.


Principal
Sagar Mahavidyalaya
P.O. : Harinbari, P.S. : Sagar, Dist. : 24 Pgs.(S)

Dr. Surajit Bari



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Memo No.

Date 14.06.2023

Guidelines for the Students to apply for Concession in Tuition Fees

Eligibility for applying for concession in tuition fees:


01. Meritorious students coming from needy family having good academic records are eligible to apply for the concession of tuition fees.
02. Economically backward student, having Ration Card indicating below poverty, (who has very poor financial background) is also eligible to apply for the concession of tuition fees.

Procedure to apply:

01. To apply for concession, total annual family income of a student shall be Rs.1 lakh 20 thousand or less than the said amount. This includes the income of father, mother, sister, and brother and all other sources.
02. Economically backward student shall submit a family income certificate issued by competent authority (M.L.A., Savbhapati of Panchayat Samiti, Member of Zilla Parishad, Panchayat Pradhan) within six months from the date of notification as a proof in support of application.
03. The student shall have applied / submitted a proposal for educational loan to any bank. A proof for the same is essential that (i) the proposal is under processing Or, (ii) the bank has declined or rejected or not approved the proposal submitted by the student.
04. Only tuition fees can be considered for concession.
05. Application submission does not necessarily mean that student is eligible for concession. He / She shall have to complete the formalities for admission of the respective academic year.
06. Students shall submit copy of requisites as a proof of academic records including other required documents along with the application.
07. The concession is valid for the period of one academic semester/year and needy student shall apply every year for getting concession in fees.
08. Student availing fee concession from any other organization / agency will be disqualified to apply for this scheme.
09. A candidate must be responsible for his or her information given in the application form along with the documents produced by him or her.
10. Xerox Copies of all the required documents and the original copy of the income certificate to be submitted with the application form uploaded in the college website and the originals of the same to be produced before the concerned authority in time of counseling.

11. **Time & Date of submission of forms:** 11.30 a.m. - 4 p.m. (except holidays) and Saturday-

11.30 a.m. - 1.30 p.m. from **15.06.2023-25.06.2023.**


Principal
Sagar Mahavidyalaya
Harinbari, Sagar, South 24 Pgs, Pin-743373

SAGAR MAHAVIDYALAYA

P.O.- HARINBARI, P.S.- SAGAR, DIST.- SOUTH 24 PARGANAS, PIN-743373

APPLICATION FORM FOR FEE CONCESSION

FOR THE ACADEMIC YEAR – 2023

Date of Submission:

To
The Principal
Sagar Mahavidyalaya
Harinbari, Sagar

Subject: Application for fee concession for the academic year – 2023

Respected Sir,

Following is the information furnished by me for getting concession in the tuition fee for the academic year 2023 . Knowing the eligibility criteria, I am applying for fee concession. The information submitted herein is true to the best of my knowledge.

1. Full name of the student (in block letter) : _____

2. Student ID: _____ Semester: 2ND / 4TH / 6TH Course: B.A. (H) / B.A.(G) / B.Sc (G)

Subject(s) _____ CU Roll No.: _____

Year of admission: _____ BPL / Job Card No.(if any) _____

3. Permanent address of the student:

Mobile no. of the student:

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4. Full name of the parent / guardian with permanent address:

Mobile no. of the parent:

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5. Academic Details: Marks Obtained in the previous examination: SGPA: _____

Details in CC/ GE wise: _____

Copy of documents to be attached: (Xerox Copy)

1. Aadhaar card
2. Ration Card
3. Front page of the bank pass book
4. Previous year(s) mark sheets
5. BPL Card(if any)
6. Income Certificate (Original)
7. Job Card(if any)

Signature of the applicant

For office use only:

Applicant's Name: _____

B.A./ B.Sc. (General/ Honours) (Put a tick mark) Sub: _____ Semester: _____

Date of Submission: _____

Signature with date of the Receiver