



Indraprastha Institute of Information Technology, Delhi

(A State University, established by Government of NCT Delhi)

Okhla Phase-III, New Delhi-110020

Website: <http://www.iiitd.ac.in>

Students' Welfare Fund (SWF) Policy

In order to help the needy students of the Institute, it is proposed to create a Fund. The Fund shall be administered by a Committee to be called Students' Welfare Committee comprising the representation from the institute administration.

Utilization of the Fund

1. To assist in the payment of hostel or mess fee,
2. To provide assistance to students (not covered in the fee-waiver policy of the Delhi Govt. or IIIT-D) completing extra year due to failure/repetition/extension of the program (In case the student is not able to complete the course in 4 years/normal time period).

The Fund can be paid voluntarily through the link as mentioned below

<https://payments.iiitd.edu.in/pg/fees/pg.html>

3. To cover:
 - i. Health-related issues of the student
 - ii. The demise of the earning family member
 - iii. Divorce of parents
 - iv. Program extension due to internship/research etc.
 - v. Year/semester breaks due to DAC recommendations, counsellor's advice, etc.
 - vi. Purchase/repair of laptop, technical device, etc. on need basis
4. To assist students in the payment of the fee due to failure to provide timely and necessary documents required to avail benefits available under different Govt./State run schemes,
5. To provide the medical facility, wherein family is not able to bear the cost of medical expenses,
6. To provide assistance on humanitarian grounds e.g. demise of earning hand in the family after the admission of the student,
7. To support participation in events at world stage or any other event which will bring fame to the Institute etc. wherein prior budget is not available/budget has the shortage of funds,
8. For providing interest-free temporary loans to the students,
9. For any other cause as may be deemed appropriate by the Committee from time to time.
10. The utilisation policy shall be reviewed on annual basis.

Maximum Amount and Frequency of Assistance

The maximum amount that can be disbursed out of the Fund shall not exceed Rs. 50,000/-, both for undergraduate and postgraduate students. Only maximum of Rs. 25,000/- can be granted at a time. The amount shall be granted only twice during the entire stay of the student in the campus. Grant of the amount is at the total discretion of the Committee depending upon the availability of the funds and the requests of the students.

Process for Utilising the Fund

- The student will be required to make an application to the Officer-in-charge of the Students' Affairs Division as per prescribed format. All documents in support of the request will have to be attached,
- On a quarterly basis, the Convenor of the Fund shall call a meeting of the Committee for considering the requests received. Emergent cases can be considered on regular/need basis,
- The recommendations of the Committee, including quantum of assistance, shall be documented and approved/not approved for grant/disallowance of assistance and communicated to the student (s) accordingly,
- Officer-in-charge of the Students' Affairs Division shall inform to the F&A division for the release of funds attaching the copy of the minutes of the meeting,
- The F&A division of the Institute shall release the assistance within approved timelines. Emergent cases shall be dealt on priority.
- Every year the F&A division shall get the accounts of the SWF audited, and a certificate from the Institute's Board appointed auditor shall be furnished to the Committee. The certificate, inter-alia, shall consist of the opening balance in the fund, inflows during the year, outflows during the year (with student/payment wise details) and balance available at the end of the year.
- The balance in the Fund at the end of the year shall be reported to the FC and the Board.

General

- Misuse of the facilities granted from the Students' Welfare Fund will render the student liable to severe disciplinary action. The disciplinary action will also include cancellation of the degree even after the student has graduated. This will be non-negotiable. The purpose is to serve as deterrent for misuse of the Fund.
- Any item not covered by the above rules will be decided by the Students' Welfare Committee whose decision will be final and binding.

The Detailed Utilization of Funds so Far

S. No.	Academic Year	Amount Reimbursed (Rs.)	Reason
1	2019-20	5,000	Health Expenses
2	2020-21	50,000	Academic Fee
3	2020-21	25,000	Hostel Fee
4	2020-21	50,000	Academic Fee
5	2021-22	50,000	Health Expenses