भारतीय गैर न्यायिक

भारत INDIA

रु. 500 FIVE HUNDRED RUPEES

पाँच सौ रुपये Rs. 500

सत्यमेव जयते

INDIA NON JUDICIAL

महाराष्ट्र MAHARASHTRA ◑ 2026 ◑ FD 969773

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दस्ताचा प्रकार .....

दस्त नोंदणी करणार आहेत का ? होय/नाही. MOU

मिळकतीचे वर्णन .....

मुद्रांक विकत घेणाऱ्याचे नांव बजाज ऑटो फाउंडेशन

पत्ता आकुर्डी पुणे

दुसऱ्या पक्षकाराचे नांव Jamia Millia Islamia

हस्ते व्यक्तीचे नांव राजेश जगताप

मुद्रांक विकत घेणाऱ्याची सही

सौ. वंदी. बी. शिंदे
परवाना क्र. २२०११५२
बिल्लेवाडी, आकुर्डी पुणे

दुय्यम कोषागार अधिकारी
पुणे
07 OCT 2026
प्रथम मुद्रांक लिपीक
कोषागार पुणे करिता

Memorandum of Understanding (MoU)

This **Memorandum of Understanding** ("**MoU**"), is entered into the **29th** day of **October 2026** ("**Effective Date**") at **New Delhi** by and between:

Bajaj Auto Foundation, erstwhile Jankidevi Bajaj Gram Vikas Sanstha (JBGVS), a society registered under the Society Registration Act, 1860 and trust registered under the Bombay Public Trusts Act, 1950, having its registered office at Samaj Seva Kendra, Sr. No. 4272, Akurdi, Pune-411035 ("**BAF**") which expression shall unless repugnant to the context or contrary to the meaning thereof be deemed to mean and include its successors and assigns.

..... Party of **the One Part**.

AND

Jamia Millia Islamia, a Central University established by an enactment of the Parliament of India, that is, the Jamia Millia Islamia Act 1988, having its registered office at Maulana Mohammad Ali Jauhar Marg, Jamia Nagar, New Delhi 110025, India, ("**Partner Institute**"), which expression shall unless repugnant to the context or contrary to the meaning thereof be deemed to mean and include its successors and permitted assigns.

..... Party of **the Other Part**.

Prof. Md. Mahtab Alam Rizvi
प्रो. मो. महताब आलम रिज़वी
Registrar / कुलसचिव
Jamia Millia Islamia/जामिया मिलिया इस्लामिया
New Delhi/नई दिल्ली-110025

BAJAJ AUTO FOUNDATION PUNE

SUDHAKAR GUDIPATI

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BAF and Partner Institute are individually referred to as "**Party**" and collectively as the "**Parties**".

WITNESSETH:
WHEREAS:

A. **Bajaj Auto Foundation ("BAF")**, a trust engaged in promotion of education, health, hygiene, economic, environmental and social development since 1987, is a corporate social responsibility ("**CSR**") arm of Bajaj Auto Limited, a company incorporated under Companies Act, 1956 having its registered office at Mumbai – Pune Road, Akurdi, Pune – 411035 ("**BAL**").

B. BAL conducts some of its CSR initiatives within the meaning of Section 135 of the Companies Act, 2013, as approved by the Corporate Social Responsibility Committee of BAL through BAF under the title 'Rupa Rahul Bajaj Scholarship Program'.

C. BAL has established the "Rupa Rahul Bajaj Scholarship for Women in Engineering" ("**Programme**"), a flagship scholarship programme designed to support meritorious young women pursuing a Bachelor of Technology (B.Tech.) degree in core engineering disciplines, with the objective of encouraging greater participation of women in engineering and manufacturing careers.

D. The Programme provides financial support as well as opportunities for mentorship, industry exposure, professional development, leadership development, wellbeing support and alumni engagement for selected scholars.

E. The Partner Institute is a reputed educational institution and is among the select institutions whose students are eligible to apply for the Programme.

F. The Parties recognise the importance of enabling deserving students to access scholarship opportunities and wish to collaborate for student outreach, awareness, verification support, scholar engagement and other related activities under the Programme.

NOW IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. BACKGROUND

1.1 This MoU sets out the framework of collaboration between BAF and the Partner Institute for the implementation of the Programme on a non-commercial and collaborative basis.

1.2 The Programme does not involve any institutional grant, donation or general funding; rather, scholarship amounts shall be disbursed by BAF solely for the benefit of selected scholars under the Programme.

1.3 The Partner Institute shall support the timely disbursement of scholarship funds to approved scholars in accordance with the Programme guidelines.

1.4 This MoU records the mutual understanding of the Parties regarding their respective roles, responsibilities and areas of collaboration under the Programme.

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2. PURPOSE

2.1 The purpose of this MoU is to establish a collaborative framework between BAF and the Partner Institute for supporting the Rupa Rahul Bajaj Scholarship for Women in Engineering ("**Programme**") and enabling eligible students of the Partner Institute to access and benefit from the opportunities available under the Programme.

2.2 The Parties shall work together in a spirit of cooperation and mutual support to facilitate the effective administration of the Programme and to enhance the overall scholar experience.

2.3 Without limiting the generality of the foregoing, the collaboration between the Parties may include:

a) Scholarship awareness and outreach activities;
b) Student application support and communication;
c) Verification of student, admission, academic and fee-related information, where required;
d) Coordination relating to scholarship disbursement and renewal processes;
e) Facilitation of scholar engagement, mentorship, development and recognition activities under the Programme; and
f) Ongoing coordination and communication relating to participating scholars and Programme-related activities.

2.4 A brief overview of the Programme, including its objectives, eligibility criteria, scholar journey and engagement framework, is set out in **Annexure 1** (Programme Concept Note), as may be updated and communicated by BAF from time to time.

3. RESPONSIBILITIES OF BAJAJ AUTO FOUNDATION

BAF shall at its sole discretion:

3.1 **For Programme Management**

a) Design, administer, and manage the Scholarship Programme.

b) Determine eligibility criteria, application processes, timelines, and selection methodology.

c) Review applications and identify scholarship recipients.

d) Conduct document verification and final scholar selection.

3.2 **For Scholarship Support**

a) Provide scholarship support to selected scholars in accordance with programme guidelines.

b) Communicate scholarship-related processes and timelines to the Institute and selected scholars.

c) Facilitate renewal decisions in accordance with programme requirements.

3.3 **For Scholar Development and Engagement**

a) Plan and conduct scholar engagement initiatives including mentorship, leadership development, technical upskilling, wellbeing support, industry exposure, placement readiness activities, alumni engagement and other developmental opportunities.

BAJAJ AUTO FOUNDATION PUNE

b) Organize periodic interactions, events, workshops, webinars, and scholar community-building initiatives.

4. RESPONSIBILITIES OF PARTNER INSTITUTE

The Institute agrees to extend support to the Programme in the following areas:

4.1 Programme Coordination

a) Nominate a Single Point of Contact ("SPOC") for coordination with BAF.

b) Support timely communication regarding programme activities and scholar-related matters.

4.2 Awareness and Outreach

a) Share information relating to the Scholarship Programme through appropriate institutional channels.

b) Encourage eligible students to apply for the Programme.

c) Facilitate awareness sessions, orientations, webinars or other outreach activities conducted by BAF.

4.3 Scholar Information & Verification

a) Assist in confirming admission status, enrolment details, academic information, fee-related information and other relevant details of applicants or scholars, where required.

b) Support verification processes necessary for scholarship selection or renewal.

4.4 Scholarship Disbursement

a) Facilitate timely disbursement of scholarship funds received from BAF for the benefit of selected scholars, in accordance with the Annexure 1.

b) Transfer scholarship amounts through fee adjustment, fee reimbursement, direct credit, or any other mutually agreed mechanism.

c) Provide information and confirmations required by BAF in relation to scholarship disbursement.

4.5 Scholarship Renewal Support

a) Support the scholarship renewal process by providing required academic, enrolment and fee-related information.

b) Inform BAF of any significant change in a scholar's academic status, enrolment, withdrawal, change of branch, leave of absence, or any other circumstance that may affect scholarship eligibility.

c) Notify BAF of any change in the Institute's bank account details relevant to scholarship disbursement.

d) Acknowledge receipt of scholarship funds and confirm adjustment or credit of the scholarship amount for the respective scholar.

e) The scholarship renewal process shall be governed by the Scholarship Renewal Guidelines attached as **Annexure 2**, as may be updated and communicated by BAF from time to time.

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4.6 **Scholar Engagement Support**

a) Facilitate participation of scholars in programme activities.

b) Encourage selected scholars to participate in mentorship, development and engagement initiatives organized by BAF.

4.7 **Scholar Status Updates**

a) Inform BAF, forthwith of any significant change affecting a scholar's enrolment status, academic continuity, withdrawal from the programme, or similar circumstances.

5. FINANCIAL UNDERSTANDING

5.1 The Parties acknowledge that this MoU does not constitute a funding agreement between BAF and the Partner Institute.

5.2 Any scholarship support provided under the Programme is intended solely for the benefit of scholars selected by BAF and shall not be construed as a donation, grant, institutional funding, consultancy fee, or consideration payable to the Partner Institute.

5.3 Any tax implications, including but not limited to income tax, withholding tax, GST, or other statutory levies arising on account of the receipt, transfer, administration, or disbursement of scholarship funds by the Partner Institute shall be solely the responsibility of the Partner Institute. The Partner Institute shall indemnify and keep BAF indemnified from and against any claims, demands, taxes, interest, penalties, costs, or liabilities arising in relation thereto.

5.4 Each Party shall bear its own internal administrative and operational expenses associated with this collaboration.

6. TERM AND TERMINATION

6.1 This MoU shall come into effect on the Effective Date and shall remain valid for a period 4 years from the Effective Date, unless terminated by either Party through thirty (30) days' prior written notice to the other Party.

6.2 Upon termination of this MoU, no new or continuing scholarship support, scholarship renewals, fund disbursements, or scholar engagement activities shall be provided under the Programme, unless otherwise mutually agreed in writing by the Parties.

6.3 Scholarship support / fund provided to the Partner Institute before termination shall be disbursed to selected students promptly. On termination, if the Partner Institute fails to disburse the scholarship amount to the selected students promptly, then the Partner Institute shall refund the un-disbursed scholarship amount to BAF before the end of notice period of termination.

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7. BRANDING AND COMMUNICATION

7.1 BAF shall retain all rights, title and interest in the name, logo, trademarks and brand identity associated with Bajaj Auto Foundation and the Rupa Rahul Bajaj Scholarship for Women in Engineering Programme ("**Bajaj Brand Marks**").

7.2 The Partner Institute may use the Bajaj Brand Marks solely for purposes connected with the Programme and only with the prior consent of BAF or in accordance with communication materials, templates or guidelines shared by BAF from time to time.

7.3 The Partner Institute shall not modify, adapt or create derivative versions of the Bajaj Brand Marks or use them in a manner that may affect the reputation, goodwill or identity of BAF or the Programme.

7.4 The Parties shall consult and obtain approval from each other before issuing any public announcement, publication or communication specifically relating to this collaboration.

7.5 Nothing contained in this MoU shall be construed as granting either Party any ownership or proprietary rights in the name, logo, trademarks or brand identity of the other Party.

8. CONFIDENTIALITY AND DATA PROTECTION

8.1 Each Party shall maintain the confidentiality of any non-public information shared in connection with the Programme and shall not disclose such information to any third party except as required by law or with the prior consent of the disclosing Party.

8.2 Any student or scholar information shared under this MoU shall be used solely for purposes related to the administration, implementation and monitoring of the Programme.

8.3 Each Party shall handle and protect such information in accordance with applicable laws, institutional policies and industry standard data security practices.

8.4 The obligations contained in this Clause shall continue for a period of five years from the date of expiry or termination of this MoU.

9. GENERAL PROVISIONS

9.1. **Nature of Relationship:**

a) This MoU reflects the mutual intention of the Parties to collaborate for the benefit of eligible students.

b) Nothing contained in this MoU shall be construed as creating a partnership, joint venture, agency, employment relationship, or fiduciary relationship between the Parties.

9.2. **Amendments:**

Any modification to this MoU shall be made only through a written document signed by both Parties.

BAJAJ AUTO FOUNDATION PUNE

9.3. **Good Faith Cooperation:**
The Parties agree to work together in a spirit of cooperation, transparency, and mutual respect to further the objectives of the Scholarship Programme.

9.4. **Dispute Resolution:**
The Parties shall endeavour to resolve any differences arising from this MoU through mutual discussion and consultation.

10. ANNEXURES

The following Annexures form an integral part of this MoU:

Annexure 1 – Rupa Rahul Bajaj Scholarship for Women in Engineering (RRBSWE) Programme Concept Note

Annexure 2 – RRBSWE Scholarship Renewal Guidelines for Participating Institutions

IN WITNESS WHEREOF the Parties hereto have caused this MoU in English and duplicate to be executed by their respective duly authorized representatives on the day, and year first above written.

For the Partner Institute:	**For BAF:**
Name: Prof. Md. Mahtab Alam Rizvi Designation: Registrar Prof. Md. Mahtab Alam Rizvi प्रो. मो. महताब आलम रिज़वी Registrar / कुलसचिव Jamia Millia Islamia/जामिया मिल्लिया इस्लामिया New Delhi/नई दिल्ली-110025 Date: 29th October 2026	SUDHAKAR GUDIPATI Digitally signed by SUDHAKAR GUDIPATI Date: 2026.10.29 16:29:02 +05'30' Name: Sudhakar Gudipati Designation: Member- Board of Management BAJAJ AUTO FOUNDATION PUNE Date: 29th October 2026
Witness for the Partner Institute: अध्यक्ष/DEAN इंजीनियरिंग एवं प्रोद्योगिकी संकाय/Faculty of Engg. & Tech. जामिया मिल्लिया इस्लामिया/Jamia Millia Islamia नई दिल्ली/New Delhi Name: Prof. Mohammed Sharif Designation: Dean, Faculty of Engineering and Technology, Jamia Millia Islamia Date: 29th October 2026	**Witness for BAF:** ANUJA SAPTASHWA Digitally signed by ANUJA SAPTASHWA Date: 2026.10.29 16:52:00 +05'30' Name: Anuja Saptashwa Designation: Secretary Date: 29th October 2026

[ANNEXURES TO FOLLOW]

ABOUT THE PROGRAMME

The **Rupa Rahul Bajaj Scholarship for Women in Engineering (RRBSWE)** is a flagship initiative of the **Bajaj Auto Foundation** that aims to empower meritorious young women pursuing undergraduate studies in core engineering disciplines. Designed to address the gender gap in engineering and manufacturing, the program goes beyond financial assistance by providing a holistic ecosystem of academic support, mentorship, industry exposure, skill development, wellbeing initiatives, and alumni engagement.

Through this integrated approach, RRBSWE programme seeks to nurture confident, future-ready women engineers and strengthen India's manufacturing talent pipeline.

The programme focuses on:

a) Providing financial support of up to **₹8 lakh per scholar** throughout the engineering degree from leading 40 institutions across the country.

b) Enhancing women's participation in core engineering and manufacturing sectors.

c) Promoting diversity and inclusion in technical education and industry.

d) Offering mentorship, guidance, and industry exposure to support career development.

e) Creating a strong peer and alumni network that fosters lifelong learning, collaboration, and leadership.

1. Scholar Eligibility Criteria

The eligibility criteria for the RRBSWE programme are as follows:

Eligibility Criteria	Description
Class 12th	Minimum 75%
Institutions	Selected in top 40 engineering institutions
Stream	Mechanical, Electrical, Electronics & Communication, Industrial/Production, Automobile, Mechatronics, Instrumentation, Material Sciences, Metallurgy, Robotics & AI, and Engineering & Computational Mechanics.
Academic Year	First Year Students

2. Scholar Selection Criteria

Eligible applicants will be shortlisted and selected by the RRBSWE team based on the applicable programme selection criteria, which may include academic performance and other relevant parameters. The selection criteria may be reviewed and updated from time to time based on programme requirements, and the applicable criteria for that year will be communicated to the Partner Institutes.

Prof. Md. Mahtab Alam Rizvi
प्रो. मो. महताब आलम रिज़वी
Registrar / कुलसचिव
RRBSWE (A CSR Initiative of Bajaj Auto Foundation)
Jamia Millia Islamia / जामिया मिल्लिया इस्लामिया
New Delhi / नई दिल्ली-110025

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Tie-breaker Criteria

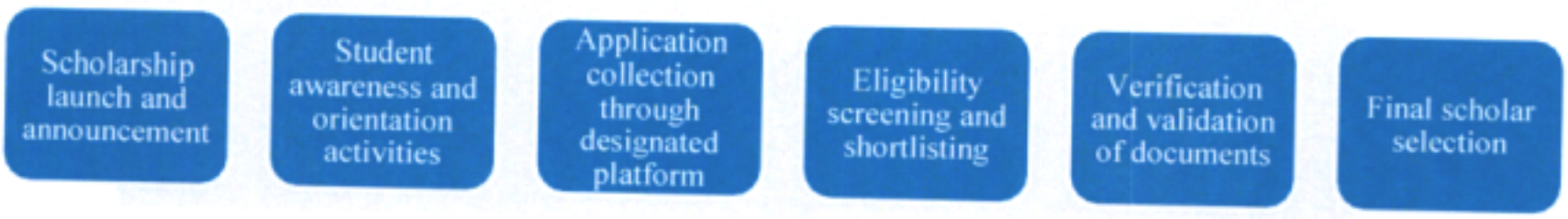
Where multiple applicants are tied at the applicable selection cut-off, clear ranks will be prioritised first, followed by the sequential tie-breakers below:

Tie breakers	Description	Approach
Family income	Applicants are ranked by level of income	Lower income will get priority, and they will fill remaining slots
Institution rank	Tied applicants are ranked by the rank of institution they are admitted to.	Higher the institute ranks are the chances for selection

3. Lifecycle of the RRBSWE Programme

3.1- PHASE 1: Outreach and Scholar Selection

The objective of this phase is to create awareness of the scholarship programme, receive applications from eligible students, screen and shortlist applicants, verify relevant information with the Partner Institute, and finalise the scholar cohort.



1. Eligible students may apply through the official portal for Rupa Rahul Bajaj Scholarship.
2. Partner Institutes may facilitate awareness and outreach for the programme among eligible students. There is no prescribed cap on the number of applications or scholars from a Partner Institute, subject to the overall programme selection process.
3. The RRBSWE programme team will undertake the screening and shortlisting of applications based on the applicable programme eligibility and selection process.
4. Details of the shortlisted students will be provided to the institute for validation and verification based on the following:
    a) Whether the student belongs to the institute
    b) Whether the stream, academic year and other relevant information provided by the student are correct.

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5. Post verification and approval from the institute, the final list of selected scholars will be confirmed by the RRBSWE programme team and communicated through the final selection letter.

The following table outlines common scenarios that may arise during the scholar application, screening, shortlisting and verification process, along with the corresponding action that may be taken.

Situations	Response
Student is found to be ineligible under the prescribed scholarship criteria	The application shall not be considered for scholarship support.
Student faces application submission issues or misses the application deadline	The Partner Institute may advise the student to reach out to the RRBSWE programme team. Such cases may be reviewed on an exception basis.
Any discrepancy is identified in the shortlisted or selected scholar list	The Partner Institute may notify the RRBSWE programme team for review and necessary validation.
Student withdraws admission or discontinues studies after application submission	The Partner Institute is requested to promptly inform the RRBSWE programme team for further action.
Student changes branch, programme, or academic status after application submission	The Partner Institute is requested to notify the RRBSWE programme team so that eligibility can be reviewed.
Admission or enrolment status cannot be confirmed during verification	The application may remain under review until the required information is available.

Table 1: Selection-Related Scenarios and Actions

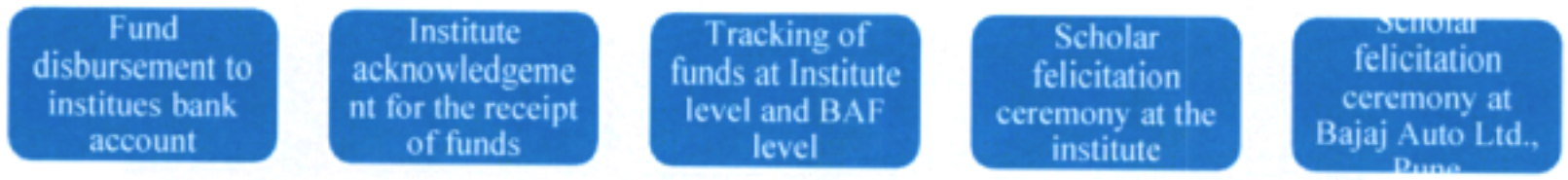
Note: Any situation not specifically covered above may be referred to the RRBSWE programme team for review. All exceptional cases shall be assessed based on the circumstances and supporting documentation available at the time of review.

3.2- PHASE 2: Scholarship Award and Disbursement

Following completion of the screening, shortlisting, and verification process, the final list of selected scholars will receive a final selection letter from RRBSWE programme team. The funds will then be disbursed to the Partner Institutes' bank account wherever applicable.

Scholarship support shall be disbursed towards eligible academic fees, hostel fees, mess fees and any other mandatory charges in accordance with the programme guidelines and approved fee structure.

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1. The scholarship amount will be disbursed to the designated Partner Institute bank account, wherever applicable.
2. The Partner Institute is requested to acknowledge receipt of the scholarship funds through a letter on the institute's letterhead.
3. Where applicable, the Partner Institute is requested to facilitate an institute-level felicitation ceremony to recognise the selected scholars. Goodies for the felicitation may be provided by the RRBSWE programme team.
4. Scholars may be selected through the Rupa Rahul Bajaj Scholar Connect Challenge for participation in the felicitation ceremony at Bajaj Auto Ltd., Pune.

Payment Terms

a) The RRBSWE Scholarship team will make one payment covering the approved eligible fees for both Semester 1 and Semester 2 of the first academic year, as applicable.

b) The pre-requisites for the Year 1 payment are:

i. Confirmation of the scholar's acceptance into the scholarship program.
ii. Availability of the approved fee structure for the academic year, covering both Semester 1 and Semester 2.
iii. Confirmation of the eligible fees payable towards the scholar, including tuition fees and other applicable mandatory charges covered under the scholarship.

c) In case the Partner Institute is unable to provide the fee details for the complete academic year, the following process will be followed:

i. The Partner Institute is requested to provide the available fee details along with the tentative/approved fee details for the remaining semester, as applicable.
ii. If there is any subsequent deviation in the approved fee amount, the Partner Institute will inform the RRBSWE programme team and the difference amount will be adjusted in the subsequent payment cycle, as applicable.

d) In case the scholar has already paid the applicable fees before the scholarship payment is released, the Partner Institute is requested to reimburse the eligible fee amount to the scholar's account upon receipt of the scholarship funds.

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f) Under specific exceptional circumstances, direct transfer to the scholar's account may be considered where the Partner Institute does not accept or cannot make provision for payment to its bank account.

The following table outlines common scenarios that may arise during scholarship disbursement and the corresponding action or process for resolution:

Situations	Response
Fee details required for scholarship processing are unavailable	Scholarship processing may commence upon receipt of the required fee details or supporting documentation.
Fee structure is revised after submission or after scholarship processing has been initiated	The revised fee details may be shared with the RRBSWE programme team for review and appropriate adjustment, where applicable.
Scholar withdraws admission after scholarship disbursement	The Partner Institute is requested to inform the RRBSWE programme team so that the scholarship award may be reviewed and cancelled, where applicable.
Scholar changes programme, branch, or enrolment status post disbursement	The Partner Institute is requested to notify the RRBSWE programme team for review of the scholar's continued eligibility, if the scholar changes to an eligible branch the scholarship will be continued.
Fee details for the scholar are unavailable due to other scholarships or fee waivers	The Partner Institute can update the tentative fee details, and the disbursement will be processed accordingly, the adjustments can be made in the next cycle.
Scholarship amount is not received to the Partner Institute within the expected timeline	The Partner Institute is requested to raise it to RRBSWE programme team for payment status verification and support.
Difference is observed between the approved and disbursed scholarship amount	The matter may be reviewed jointly and reconciled based on the approved fee structure and scholarship records for the adjustments in the cycle.
A discrepancy is identified during fund tracking or reconciliation when provided to the scholars	Review and resolution will be done both by RRBSWE programme team and the Partner Institute.
Scholar is unable to participate in the felicitation ceremony at the Partner Institute or Bajaj Auto Ltd., Pune	The scholarship award shall remain unaffected.

Table 2: Disbursement-Related Scenarios and Actions

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3.3- PHASE 3: Scholar Engagement and Renewal

Scholar onboarding on the scholar engagement portal

Renewal of scholar on the basis of CGPA

Scholar ambassador program for 2nd and 3rd year scholars

1. Scholar engagement will be delivered primarily through a dedicated online platform and may include self-paced learning, mentorship, and development opportunities, designed to complement scholars' academic commitments.
2. Scholarship renewal is subject to annual renewal if the scholar maintains a minimum annual CGPA of **6.5 or above**. Detailed renewal criteria are provided in **Annexure II – Scholarship Renewal Guidelines**.
3. One Scholar Ambassador may be nominated from each participating institution annually. The nomination is reviewed each year, and the Ambassador will represent the RRBSWE scholar community within the institution and support programme engagement initiatives.

Scholar Engagement Framework

The **RRBSWE programme's Scholar Engagement Framework** focuses on a four-year developmental journey that goes beyond financial support to help scholars build technical expertise, leadership capabilities, professional skills, and industry readiness. Through mentorship, skill-building, wellbeing initiatives, and industry exposure, the program supports scholars at every stage of their academic and career journey.

Year 1 – Building Foundation

Focus on transition to college through mentorship, counselling support, life skills training, and technical learning. Examples include communication skills workshops, mentor interactions, and access to wellbeing initiatives.

Year 2 – Purposeful Leadership

Focus on leadership and community engagement through the Student Ambassador, social responsibility projects, wellbeing activities, and technical upskilling. Examples include volunteering initiatives and certification courses.

Year 3 – Professional Growth

Focus on industry exposure and career development through workshops, expert talks, technical training, and placement readiness sessions. Examples include industry webinars, resume-building sessions, and interactions with engineering professionals.

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Year 4 – Workforce Readiness

Focus on career transition and employability through interview preparation, career guidance and networking opportunities. Examples include mock interviews, CV reviews, and leadership talks.

Alumni Community

After graduation, scholars join the RRBSWE Alumni Network and continue to engage through mentorship, alumni connect sessions, networking events, and opportunity-sharing platforms.

Prof. Md. Mahtab Alam Rizvi
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Registrar / कुलसचिव
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SCHOLARSHIP RENEWAL GUIDELINES

Scholar Eligibility for Renewal

The scholarship support for a scholar is renewed for next year, when they meet the criteria which is detailed out as follows:

Criterion	Requirement
CGPA	At least 6.5 out of 10, or the equivalent on the Partner Institute's scale.

Additional Guidelines:

a) **Progression:** The scholar should have been promoted to the next academic year.

b) **Supplementary exam**: A scholar who meets the CGPA, engagement credit requirements and is promoted to the next academic year may still be renewed if she clears the backlog exam on the first attempt following the reimbursement model. However, this may be availed only once during the scholarship tenure.

c) **Grace band:** If the scholar scores between 6-6.49 CGPA, the RRBSWE programme team may consider renewing the scholarship on a case-to-case basis. The scholar will have to raise a special request to the RRBSWE programme team stating the reason and assuring that due to a genuine reason she could not meet the required criteria.

d) **Enrolment**: The scholar should continue as a full-time enrolled student and must be promoted to the next academic year. The course should also be the same in accordance with the mentioned eligibility criteria.

e) **Conduct**: The scholar should not be subject to any serious disciplinary action, and institutions are requested to inform the RRBSWE programme team in any such cases.

f) **Special cases:** For cases involving exceptional circumstances, such as medical leave, semester drops, and other situations, Partner Institutes are requested to refer the case to the RRBSWE programme team for review.

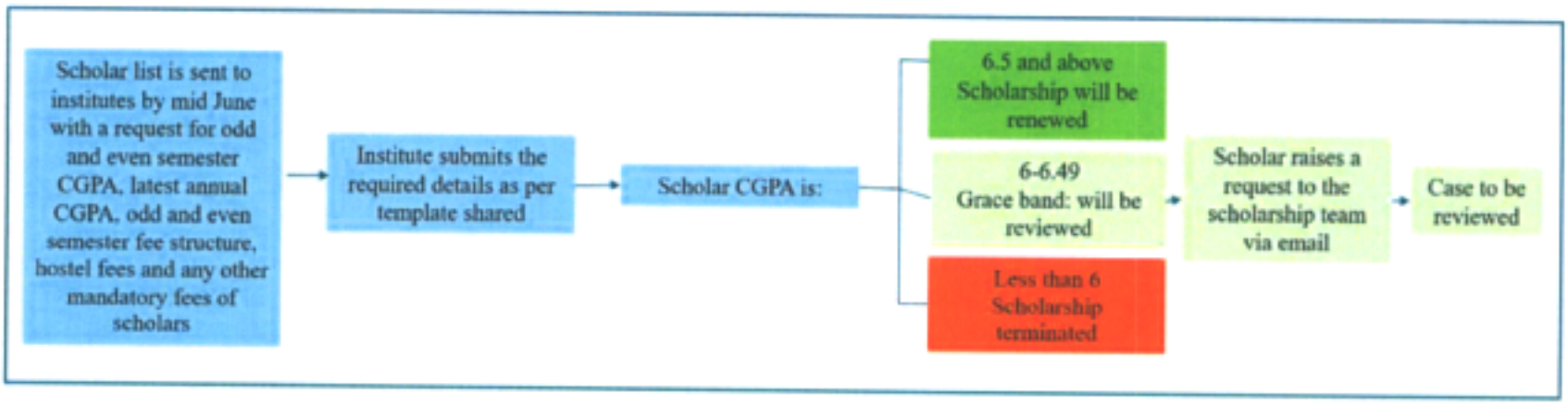
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Scholarship Renewal Process

The RRBSWE programme will be following **Annual** renewal for the scholars based on the below mentioned CGPA criteria. The renewal cycle is expected to commence in June, during which the RRBSWE programme team will reach out to institutions to provide CGPA details (yearly) and fee details of eligible scholars. The renewal timeline will be in accordance to the academic calendar to ensure timely fee disbursement and minimise the financial burden on scholars.



1. **Scholar Eligibility for Renewal**
   a) Scholars with a **CGPA of 6.5 and above** are eligible for renewal.
   b) Scholars with a **CGPA between 6.0 and 6.49** fall under the **Grace Band** and may be considered for renewal, subject to the student's request and the decision of the team.
   c) Scholars with a **CGPA below 6.0** will not be eligible for renewal.
   d) If a scholar faces a medical emergency or under genuine cases, the scholar can write to the RRBSWE programme team via email. Each case will be reviewed individually, and decisions will be taken accordingly.

2. **Data verification for Renewal of Scholarship**
   The Partner Institutes are requested to submit the following data points, as and when intimated by the RRBSWE programme team, for the renewal process:

   a. Scholarship ID
   b. First Name
   c. Last Name
   d. Roll number
   e. Stream of Study
   f. Batch
   g. Latest cumulative CGPA (odd semester + even semester)
   h. Number of active backlogs, with details
   i. Tuition fee (odd semester as well as even semester)
   j. Hostel and mess fees (if applicable)
   k. Other mandatory charges
   l. Fee payment deadline
   m. Supplementary examinations results date (if applicable)

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3. Payment terms

a) RRBSWE Scholarship team will make **one annual payment** covering the approved fees for the academic year (odd and even semester).

b) **The pre-requisites for the annual payment are:**

i. Availability of annual CGPA.

ii. Fee structure for the entire academic year (including both odd and even semester).

iii. The payments are made to the Partner Institutes bank account.

iv. In case, the student has already paid the fees amount before the renewal results are announced then the Partner Institute is requested to reimburse the fees amount to the student's account.

c) **In case, next semester fee details are not available with the Partner Institute, the following process will be followed:**

i. The Partner Institute is requested to provide a **Bonafide Certificate** mentioning the tentative approved fees structure for both the semesters.

ii. If there is any deviation from the mentioned fees amount the Partner Institute will have to inform the RRBSWE programme team and the difference amount will be adjusted in the next payment cycle.

d) **In case, annual CGPA is not available with the Partner Institute, the following process will be followed:**

i. RRBSWE programme team may request the Partner Institute to hold the scholar's fee until the CGPA is declared.

ii. Once eligibility is confirmed, the annual payment will be released to the Partner Institute.

e) **Annual Payment Deviation:**

i. Under specific exceptional cases we will consider Semester Payments to the Partner Institutes, where the Partner Institute does not support and cannot make provision for annual payments.

f) **Payment transfer Deviation:**

i. Under specific exceptional cases we will consider Direct transfers to the student's account, where the Partner Institute does not accept and cannot make provision for direct payments to their account.

g) **Scholar eligibility criteria relief:**

i. **Backlogs for the semester**

a) Scholars with a CGPA of **6.5 or above** but with pending backlogs must pay the current semester fees.

b) The fees will be reimbursed to the student after the backlog is cleared.

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c) If the backlog is not cleared, the scholarship provision may be discontinued.

ii. **In case of medical emergency or other genuine reasons**

a) Scholars can write to RRBSWE programme team, and this will be reviewed and considered on a case-by-case basis.
b) The RRBSWE programme team may review academic performance in the subsequent semester before approving reimbursement request.

iii. **In case the institution revises the fees for the next year after the payment**

a) The difference amount will be adjusted in the next academic year / scholar cycle.

4. Conditions for Discontinuation of Scholarship

The scholarship may be discontinued in the following situations:

i. **Voluntary withdrawal from the scholarship:** If a Scholar wishes to discontinue the scholarship for any reason, she may write to the RRBSWE programme team through email. The programme team will review the request and confirm the discontinuation accordingly. Any applicable adjustment of the scholarship amount already disbursed will be discussed with the Partner Institute and addressed as applicable.

ii. **Withdrawal or discontinuation of course:** In case a Scholar withdraws from or discontinues the course, the Partner Institute will inform the RRBSWE programme team. The scholarship will be discontinued accordingly, and any unutilised or excess amount, if applicable, will be reconciled and adjusted in the subsequent payment cycle.

iii. **Change of course or branch:** If a Scholar changes her course or branch to one that is not covered under the RRBSWE programme eligibility criteria, the Partner Institute will inform the RRBSWE programme team. The scholarship will be discontinued for the ineligible course or branch, and any unutilised or excess amount, if applicable, will be reconciled and adjusted in the subsequent payment cycle.

iv. **Non-fulfilment of renewal criteria:** If a Scholar does not meet the applicable renewal criteria, the scholarship will not be renewed for the subsequent academic year, subject to the provisions for exceptional cases and case-to-case consideration outlined in these guidelines.

Please Note:

The RRBSWE team may amend these guidelines from time to time. Any revisions shall be communicated to participating institutions and scholars and shall supersede previous versions where applicable.

Prof. Md. Mahtab Alam Rizvi
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RRBSWE (A CSR Initiative by Bajaj Auto Foundation)

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