

Financial Assistance Policy

Mission

This policy has been introduced with the intention of uplifting the academic needs of talented students so as to provide them opportunity for pursuing higher education with ease and comfort.

Objectives

1. To establish and ensure a fair and consistent method for the review and completion of requests for facilitating and assisting students in need.
2. To alleviate the financial incapacity of talented students who do not have the freedom to pursue higher education.
3. Create the opportunities for the qualified needy students with scholarly traits so that they can remain on the path of university studies.
4. To motivate the literate but needy students so that they can experience the academic activity and excel in their career.
5. To enhance the capacity of Lahore Garrison University as an institution thereby to contemplate in implementing the need based scholarship projects.
6. A unique but distinctive opening for the necessitous female students especially of backward areas to provide them the platform to pursue their higher education and become a professional in their career.

General Parameters

1. Student is eligible to apply for scholarship/financial assistance after depositing the first Fee Bill.
2. All discounts are subject to former academic performance. Students should have sound academic background.
3. In case of any disciplinary breach, involvement in activities such as political , unethical and /or against the interests of the university or its authorities shall be liable to disciplinary action and shall result in withdrawal of all financial awards, discounts, privileges whatsoever.
4. This scholarship shall be continued if the student maintains CGPA of relevant category and cash prizes will be awarded to those students if they continue their further study in LGU.
5. The applicants to be interviewed by the financial assistance and then recommendations made after a thorough scrutiny be put up to the Registrar's office to take the final approval from the vice chancellor.
6. A student fall in different categories can not avail all categories concession. He/She can avail only one category concession which will decided by committee.

Financial Assistance Policy

Financial Assistance Committee

To help the students for availing fee concession or scholarships and to look after the matters of financial assistance, the Financial Assistance Committee was reconstituted on 18th Sep, 2014 vide notification No. 611 dated 18-09-2014 comprising of the following members:

1. Ms. Azra Aleem	Biology Deptt.	Chairperson
2. Mr. Tahir Hameed Ch	Mathematics Deptt.	Member
3. Ms. Saima Ahmad	H.Economics Deptt.	Member
4. Mr. Rashid Tufail	Urdu Deptt.	Member
5. Ms. Shabana Sohail	Computer Science Deptt.	Member
6. Mr. M. Naveed	Accounts & Finance Deptt.	Secretary

Duties of the Committee

The duties assigned to the Committee are as follows:

1. Evaluate the applications of the students who ask for Financial Assistance
2. Committee will interview the parents and students in order to process their requirement.
3. Committee will ensure the transparency during the evaluation of the applications of the applicants.
4. Committee will forward its recommendations to the Vice Chancellor through Registrar Office for further process and decision.

Financial Assistance Policy

FINANCIAL ASSISTANCE

This financial assistance is divided into major five categories which are elaborated below:

1. Category-I Merit Based Scholarship
2. Category-II Performance Based Scholarship
3. Category-III Old Garrisonian & Kinship Based Scholarship
4. Category-IV LGU & LGES Employees Scholarship
5. Category-V Need Based Scholarship

1. Category-I Merit Based Scholarship

1.1. Scholarship for Position Holder Students

1.1.1. For Intermediate Program

Students getting the First Position in Matriculation/O Level examination in Lahore Board and Federal Board will be awarded scholarship as under:

- a. Full fee exemption and Motor cycle for boys and equivalent cash prize for girls.

1.1.2. For Graduation Program (2 Years or BS 4 Years)

Students getting the First Position in Intermediate/A Level examination in Lahore Board and Federal Board will be awarded scholarship as under:

- a. Full fee exemption and Motor cycle for boys and equivalent cash prize for girls.

1.1.3. For Master Program

Students getting the First Position in Graduation examination (Annual System) in Punjab University will be awarded scholarship as under:

- a. Full fee exemption and Motor cycle for boys and equivalent cash prize for girls.

1.1.4. For M.Phil Program

Students getting the First Position in Master's examination in Punjab University will be awarded scholarship as under:

- a. Full fee exemption.

1.2. Scholarship for Talented Students

1.2.1. Talented Scholarship – Intermediate Part-I

Students joining the intermediate program in class 1st Year by getting the following percentage in Matriculation and O level examination will be awarded scholarship as under:

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% of Marks		Tuition Fee Exemption	Stipend Per Month
Science Group	Hum Group		
>=90% or 8As	>=85% or 7As	100%	Rs. 2000/-
>=87% or 7As	>=80% or 6As	75%	Rs. 1000/-
>=85%	>=75%	50%	Rs. 1000/-

1.2.2. Talented Scholarship – Intermediate Part-II

Scholarship awarded in 1st Year will be continuing in 2nd Year, if student maintain the following percentage/result:

% of Marks		Tuition Fee Exemption	Stipend Per Month
Science Group	Hum Group		
>=85%	>=80%	100%	Rs. 2000/-
>=82%	>=77%	75%	Rs. 1000/-
N/A	N/A	N/A	N/A

1.2.3. Talented Scholarship – Graduation Students (2 Years or BS 4 Years)

Students joining the graduation program in class 1st Year/ 1st Semester by getting the following percentage in intermediate examination will be awarded scholarship as under:

% of Marks		Tuition Fee Exemption
Science Group	Hum Group	
>=90%	>=85%	100%
>=85%	>=80%	75%
>=80%	>=75%	50%

Note-1

The above granted scholarship will be continued if student maintains his CGPA 3.5 after every two semester otherwise it will be discontinued.

Note-2

- a. Science Group includes the following programs:
 - i. F.Sc (Pre-Med)
 - ii. F.Sc (Pre-Eng)
 - iii. ICS
- b. Humanities Group includes the following programs:
 - i. G.Sc
 - ii. I.Com
 - iii. F.A

1.2.4. Talented Scholarship – Master’s Students (2 Years)

Students joining the Master’s program in class 1st Year/ 1st Semester by getting the following percentage in graduation examination will be awarded scholarship as under:

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% of Marks		Tuition Fee Exemption
Science Group	Hum Group	
>=75%	>=70%	100%
>=70%	>=65%	75%
>=65%	>=60%	50%

Note-1

The above granted scholarship will be continued if student maintains his CGPA 3.5 / 70% marks in annual system after 1 year or every 2 semester otherwise it will be discontinued.

Note-2

- a. Science Group includes the following programs:
 - i. B.Sc
- b. Humanities Group includes the following programs:
 - i. B.A
 - ii. B.Com-IT

1.2.5. Talented Scholarship – M.Phil Students (2 Years)

Students joining the M.Phil program in 1st Semester by getting the following percentage in Master's or BS 4 Years examination will be awarded scholarship as under:

Description	Marks/CGPA	Tuition Fee Exemption
Annual	>=65%	50%
Semester	>=3.5	50%

Note-1

The above granted scholarship will be continued if student maintains his CGPA 3.5 after every 2 semester otherwise it will be discontinued.

Note-2

The Vice Chancellor has the discretionary power to lower the merit to a maximum of 5 marks in annual system and .1 in semester system for all merit base category.

1.3. Grant of Scholarship – Sports Based Students

Students joining the any program in LGU with having the qualities of sportsmanship and meet the following criteria will be awarded scholarship as under:

Eligibility Criteria	Tuition Fee Exemption
Member of National/International body	75%
Board /University Colour Holder or Any Student who would declare good player by Sports Committee after test.	50%

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2. Category-II Performance Based Scholarship

2.1. Grant of Scholarship – Performance During Semester/Annually

If Student performed during the consecutive two semesters or in annual program after joining the LGU and he /she secure the following percentage then he/she will be awarded scholarship as under:

2.1.1. For performing during the semester in LGU

GPA/CGPA	Tuition Fee Exemption
≥ 3.9	10000
≥ 3.8	7000
≥ 3.7	5000

2.1.1. For performance during the year in LGU

Annual	Tuition Fee Exemption	Stipend Per Month
Top 10 positions in Part-I Board/University	100% of Part-II	Rs.5000/- PM
$\geq 85\%$ in Part-I	75% of Part-II	N/A
$\geq 75\%$ in Part-I	50% of Part-II	N/A
$\geq 70\%$ in Part-I	25% of Part-II	
Top 3 Positions in Part-II Board/University	N/A	Rs.100,000 as Cash Award
Top 10 Positions in Part-II Board/University	N/A	Rs.50,000 as Cash Award

Note-1

This scholarship shall be continued if the student maintains CGPA of relevant category and cash prizes will be awarded to those students if they continue their further study in LGU.

3. Category-III Garrisonian & Kinship Based Scholarship

3.1. Grant of Scholarship – LGU Students

If students pass intermediate program from LGU Jinnah Campus and get enrolled in LGU Graduate Program, Graduate students into Master's Program and Master's students into M.Phil Program then scholarship will be awarded to the students in the shape of fee concession as under:

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S.No.	Program	Tuition Fee Exemption	Remarks
1	Graduation Program	15% for Defence Category	<ol style="list-style-type: none"> This concession shall not be applicable on Computer Science program This concession is subject to maintaining the CGPA of 3.00 or 60% marks. The concession shall be applicable for the students who have cleared its examination in last year session and passed students
		25% for Civilian Category	
2	Master's Program	15% for Defence Category	<ol style="list-style-type: none"> This concession is subject to maintaining the CGPA of 3.00 or 60% marks. The concession shall be applicable for the students who have cleared its examination in last year session and passed students
		25% for Civilian Category	
3	M.Phil Program	25%	<ol style="list-style-type: none"> This concession is subject to maintaining the CGPA of 3.00 or 60% marks. The concession shall be applicable for the students who have cleared its examination in last year session and passed students

3.2. Grant of Scholarship - Kinship Students

S.No	Category	Tuition Fee Exemption	Remarks
1	Civilian and Defence	50% of concession is available to the siblings	This concession is subject to maintaining the CGPA of 3.00 or 60% marks.

Note-1

The category-III shall be applicable from Spring-2015 admissions.

4. Category-IV LGU and LGES Employees

4.1. Fee Concession for Employees Wards

Employee's wards mean employee itself, children and wife/husband of employee and concession is applicable as per the following procedure:

4.1.1. For Employees Children:

1st Child ----- 100% Tuition Fee Exempt

2nd Child ----- As per own category

3rd Child ----- Full Fee as per Civilian Category

4.1.2. For Employee and Employee Wife/Husband

LGU Employee ----- 75% Tuition Fee Exempt (w.e.f. Fall-2014)

LGES Employee ----- 50% Tuition Fee Exempt

(Note: Condition of Wife/Husband is not applicable on LGES Employees)

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5. Category-V Need Based Scholarship

5.1. General

- 5.1.1. Definition: A need based scholarship is a monetary grant in shape of fee concession given to the students who cannot pay their University dues.
- 5.1.2. It is awarded to students based on their household incomes. If they are from a low income family they are likely to get a need based scholarship to help pay for their tuition fees.
- 5.1.3. Attending a University can be an expensive prospect – getting means that some or the entire tuition fee is paid for in exchange for putting their academic talent in work.
- 5.1.4. Any student who has this ability to follow through with all the hard work it will take to achieve the dreams and the goals that have been set up by him.
- 5.1.5. Student should have belief in himself and a firm conviction that he needs to build a better himself and to become a person who makes a difference in the world.
- 5.1.6. Scholarships are beneficial not just for the personal gains they provide but also boost up the ego of the recipient.
- 5.1.7. Because the student is working towards an amazing opportunity that will eventually pay off remarkable dividends in the future. It should be thought of as an investment in future

5.2. Eligibility Criteria

- 5.2.1. It should be deserving student.
- 5.2.2. Number of dependents to be taken into consideration.
- 5.2.3. In case of living in a rented house.
- 5.2.4. Parents of applicants to be divided into different categories such as :
 - 5.2.4.1. Widows / Single Parent
 - 5.2.4.2. Disabled (permanent disability)
 - 5.2.4.3. Unemployed
 - 5.2.4.4. Non gazette retired
 - 5.2.4.5. Self employed
 - 5.2.4.6. Labour class – inclusive of factory workers
 - 5.2.4.7. Working on land (not the landed gentry)
- 5.2.5. Any other who not fall in all above category but seems to deserving.

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5.3. Procedure

Students desirous of need-based financial assistance shall apply on the prescribed form along with following documents:

- 5.3.1. Copy of Student ID Card & CNIC/B-Form
- 5.3.2. Copy of Father CNIC
- 5.3.3. Copies of Educational Documents
- 5.3.4. Evidence of Father's / Guardians income like authenticated salary certificate or Pension Book.
- 5.3.5. In case of orphan category copy of death certificate.
- 5.3.6. Copies of Utility Bills for the period of last six months.
- 5.3.7. Copy of Bank Statement in case of income from business.
- 5.3.8. Copy of rent agreement in case of rented house or in case of income from house rent.
- 5.3.9. Copies of Fee Bills of other siblings.
- 5.3.10. Any other document which the financial assistance committee deems necessary.

5.4. Evaluation/Need Assessment.

Financial assistance committee considers all applications for the grant of need based assistance in the light of evidences submitted.

- 5.4.1. The authenticity of the information provided by the student can be verified by cross checking of the data provided.
- 5.4.2. If any information is not clear, the LGU financial assistance committee may call the parents or depute someone for physical verification of the data provided.
- 5.4.3. During the verification process, if the committee finds that the information provided by the applicant is false, the financial assistance committee carries the discretion to disqualify the student from attaining financial assistance and can forward the case to the disciplinary committee for more stringent action in case of significant concealment of financial information.
- 5.4.4. The committee takes decisions pertaining to financial information.
- 5.4.5. Interview of the student may be conducted by the committee.
- 5.4.6. The decision for granting financial assistance is taken by the committee on the basis of need.
- 5.4.7. Financial assistance is also dependent on availability of university funds.

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5.4.8. Committee have the fixed right to award the concession in the following brackets on multiple of 10 's i.e. 10%, 20%, 30% till 100%.
