

SCOLARSHIPS & FINANCIAL ASSISTANCE POLICY



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INDEX

Scholarships & Financial Assistance Policy

	Page no.
Scholarship and Fee Concession Policy	01
Budgetary Allocation for Scholarships	01
General Rules for Scholarships and Fee Concession	01
Fee Concession	01
Processing Procedure for Fee Concession	02
Scholarships	03
Need-based Scholarships	03
Processing Procedure for Need-based Scholarships	04
Merit Scholarships	04
Processing Procedure for Merit Scholarships	05
Other Scholarships and Financial Assistance Schemes	06

Scholarships and Fee Concession Policy

5.1 DSU undertakes to define all of its policies and regulations with utmost integrity and in a manner consistent with highest standards of academic administration and management. The Scholarships and Fee Concession Policy is meant to provide complete transparency for the mechanism used to award these financial benefits to the deserving students in line with the goals and objectives of DSU.

Budgetary Allocation for Scholarships:

5.2 In order to provide adequate funds in the annual budget for scholarships, 10% of the total tuition fee revenue at DSU is allocated for Scholarships and Fee Concession.

5.3 It is also ensured that the scholarships on Need-basis or Merit-basis shall cover a minimum of 10% of the student population in each Academic Year.

General Rules for Scholarships and Fee Concession:

5.4 Scholarships and Fee Concession are applicable only to tuition fees. Any other type of fee is not covered under the policy.

5.5 All applications/cases for Fee Concession and Scholarships shall be reviewed by the Scholarships Award Committee (SAC). The SAC shall put up its recommendations for approval of the Vice Chancellor.

Fee Concession:

5.6 Fee Concession will be available to all regular faculty members, officers and employees of DHA and DSU, for themselves, their spouses and their dependent children, as follows, subject to the condition that they compete with others at the time of admission and come in the merit list:

5.6.1 50% concession in tuition fee.

5.6.2 No concession in any other fee/charge.

5.7 Following conditions shall apply to Fee Concessions:

- 5.7.1 Fee Concession is applicable to all disciplines.
- 5.7.2 Fee Concession is not available to the Visiting Faculty, RAs, TAs or any other temporary employee.
- 5.7.3 Faculty/Officers/Staff are allowed admission in evening/weekend programs only after their working hours.
- 5.7.4 Children/spouses will not have Fee Concession in MPhil and PhD programs.
- 5.7.5 Only dependent and unmarried children of Faculty/Officers/Staff are eligible for Fee Concession.
- 5.7.6 In case Faculty/Officers/Staff resign from the University/DHA, or the University/DHA terminates their service due to any reason, full tuition fees for subsequent period will be charged.
- 5.7.7 Officers/Staff are not allowed to have admission in undergraduate programs.
- 5.7.8 Admission shall be on merit.
- 5.7.9 Employment Certificate by the Head of DHA institution where employee is serving is a pre-requisite for availing Fee Concession by DHA employees.
- 5.7.10 Once awarded, Fee Concession will continue in subsequent semesters subject to achieving 2.0 SGPA in every semester. Fee Concession will be withdrawn if the student secures less than 2.0 SGPA in any semester; and will only be restored in subsequent semesters, if the student succeeds in achieving 2.0 or higher SGPA.

Processing Procedure for Fee Concession:

5.8 Application for Fee Concession should be submitted on the prescribed form. All applications for Fee Concession will be scrutinized by the Scholarships Award Committee and, if found acceptable, shall be forwarded to Vice Chancellor for approval and award of Fee Concession.

5.9 Application for Fee Concession can only be submitted after Admission Offer Letter is received by the applicant.

Scholarships:

5.10 DSU aims to extend quality education to all deserving candidates. Following scholarships are offered by the University in pursuance of this aim:

5.10.1 Need-based Scholarships

5.10.2 Merit Scholarships

Need-based Scholarships:

5.11 Students who fulfill the admission merit list criteria and are taking the full prescribed load of the semester as per their Plan of Study are eligible to apply for the Need-based Scholarship at the time of admission. Continuing students may apply for Need-based Scholarship at any time and their cases shall be considered for the subsequent semester along with the cases of new students.

5.12 Need-based Scholarship Application Form as prescribed in Annex “G” is required to be filled and submitted by the applicant. All required supporting documents are to be attached. During the scholarship applications review process, the applicant may be interviewed by the Scholarships Award Committee.

5.13 Background Check may be conducted, if deemed necessary, to verify information provided by the applicant in Need-based Scholarship Application Form. If the Background Check reveals that the applicant has provided false information in the Need-based Scholarship Application Form, the applicant would stand disqualified from receiving any Need-based Scholarship.

5.14 The Scholarships Award Committee is empowered to decide upon the amount of scholarship award to each applicant according to the financial needs of the applicant, on case to case basis. Award decisions taken by the committee shall be considered as recommendations and put up for the final approval of Vice Chancellor.

5.15 Information provided by the applicant in the Need-based Scholarship Application Form shall be treated as strictly confidential.

5.16 Need-based Scholarship will be withdrawn if the awardee secures less than 2.5 SGPA in a semester. Need-based Scholarship may be restored in subsequent semesters only if the student

succeeds in achieving 2.5 or higher SGPA and applies afresh and qualifies for Need-based Scholarship. Such cases shall undergo a full review and shall be treated as new applications.

5.17 Need-based Scholarships are awarded as Qarz-e-Hasana. The students availing Need-based Scholarship awards are made aware that they have a moral obligation to return the amount after they complete their education, at their convenience, so that it could be used in the future for helping needy students like themselves.

Processing Procedure for Need-based Scholarships:

5.18 Newly admitted students desirous of availing Need-based Scholarship should fill in the Need-based Scholarship Application Form and submit it along with required documents after depositing duce for securing admission. Continuing students can apply by submitting the Need-based Scholarship Form at any time. However, their cases will be considered at the next scheduled meeting of the Scholarships Award Committee.

5.19 Minimum processing time of six weeks is required by the Scholarships Award Committee to process cases for Need-based Scholarships. This time is inclusive of interview of the candidate along with parents/guardian and Background Check.

5.20 Submission of Need-based Scholarship Application Form does not guarantee award of the scholarship. Furthermore, only students carrying full workload as specified in the Plan of Study for the degree are eligible for consideration of Need-based Scholarship award.

Merit Scholarships:

5.21 Students who have secured top three (03) positions in the Intermediate Board or Four A's in the Cambridge Board in optional/relevant subjects are eligible for 100% Merit Scholarship in the first semester.

5.22 Top 5% of the students in each degree program are eligible for Merit Scholarship in every semester based on total percentage marks secured in the previous semester. Merit Scholarships are to be awarded in each semester and shall only be valid for the semester for which they are awarded. In addition to the student being among the top 5%, the SGPA obtained must also be greater than 3.0. Furthermore, only students carrying full workload as specified in the Plan of Study for the

degree are eligible for consideration of Merit Scholarship award.

5.23 Top 5% of the students in each undergraduate degree program are eligible for Merit Scholarship based on Admission Merit.

5.24 The financial value of Merit Scholarship awarded to an individual student in the top 5% list in the first semester is subject to the criteria made by the Scholarships Award Committee.

5.25 In semesters after the first semester, Merit Scholarship amount given to an individual student among the top 5% of the students in each degree program will depend on the performance of the respective student in the previous semester examination according to the SGPA obtained by the student. The Merit Scholarship amount awarded to an eligible student will be 90% of semester tuition fee if his/her SGPA is 4.0 and 0% if his/her SGPA is 3.0 (or lower). For SGPA values between 3.0 and 4.0, the Merit Scholarship amount will be linearly pro-rated between 0% and 90% of student's semester tuition fee. As an example, a student who is among the top 5% of the students and thus is eligible for the Merit scholarship and his/her SGPA is 3.5 will get 45% of tuition fee as Merit Scholarship amount. In case his/her, SGPA is 3.65, he/she will get 54% of tuition fee as Merit Scholarship amount.

Processing Procedure for Merit Scholarships:

5.26 There is no prescribed form for Merit Scholarship application. Computerized System of DSU will automatically generate the names of deserving candidates for Merit Scholarship award according to above mentioned criteria.

5.27 Processing time of three weeks is required by the Scholarships Award Committee for finalizing Merit Scholarship nominations after the merit list is announced by the Admission Committee or the Semester Examinations result is announced by the Controller of Examinations.

5.28 A student who has applied for need based scholarship or is eligible for merit scholarship must deposit full semester fee in time. If he/she is awarded a scholarship, that amount will be given to him/her subsequently in the form of cheque, or adjusted in his future dues.

Other Scholarships and Financial Assistance Schemes:

5.29 From time to time, other named scholarships and financial assistance schemes may be initiated by the University with the support of philanthropists / government / non-governmental organizations, etc. Such scholarships and financial assistance schemes will be subject to specific rules. However, the DSU Scholarship Award Committee shall announce these scholarships / financial assistance schemes, solicit and review the applications for these scholarships / financial assistance schemes and recommend the award of these scholarships / financial assistance to deserving applicants in light of the relevant rules.



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The University reserves the right to amend these Regulations as and when required without any prior intimation. Students are expected to keep themselves abreast of any such changes in their own interest. In case of any conflict the decision and interpretation of DSU will be final and binding on all.

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