

BEST PRACTICE 2

Student Welfare Program of issuing Income & Domicile Certificate

This program is designed for the reserved category students.

The purpose of this student welfare activity is –

1. To make the reserved category students aware of different types of scholarships / freeships available to them.
2. To inform them about the requirements and also the process of applying for the same.
3. To help them in acquiring the required documents which are difficult to procure namely Income and Domicile certificates.

Thereby institute aims at increasing the number of students availing this benefit offered by government. This will eventually lead to more number of reserved category students acquiring higher education and the financial weakness will not become hindrance in their educational career.

Our College is situated in the area which is surrounded by under privileged residents. Our students are the children / wards of these residents. Most of them belong to reserved category. About 42 – 45% of our students population comes from reserved category. There are different types of scholarships introduced by Government of Maharashtra, for students belonging to different reserved categories based on their caste and financial condition. Additionally, the students belonging to caste and particularly low income group, can get freeship from Government. It was observed over the years that, very few students avail these facilities in spite of sending frequent notices for the same. Study of students not applying for scholarship/freeship showed that they do not get prescribed documents particularly Income and Domicile certificates. Hence college took initiative in designing this student welfare activity.

In pre-pandemic era, the notices were prepared by Student Welfare Fund Committee (SWF) containing the list of documents required to apply for scholarship / freeship. These notices were sent periodically to classrooms. The notices were also displayed on notice boards. This list was also included in the front pages of prospectus.

The list of variety of scholarships was displayed near the front gate of the college in the form of banner, in such a way that student will obviously read it.

The list of scholarships was also added in the prospectus.

At the counter assigned for scholarship and freeship, free pamphlets containing the list of documents were kept for distributing to the students who come to enquire for the same.

The Government agencies such as Tahsildar/Talathi were requested to hold the camp for Income certificate by sending their officials to our college on stipulated date. In the year 2020-21, in spite of pandemic, we are also requested these authorities to hold camp for Domicile certificate as well.

Much before the stipulated date, the students were informed about the date and time of the camp so that they can make preparations for the same.

A guidance workshop was held for students interested in getting income and domicile certificates, during which their queries were responded to.

In pandemic period, the notices were circulated on What App groups. The invite was sent to join the What App gr specially floated to guide the students on applying for scholarship/freeship. The information related to documents required for applying for income and domicile certificates was on these groups and queries, if any, were resolved on this group.

The Talathi with certain external agencies who help in this regard hold the camp in our college wherein students were helped to fill the form and submit the required documents. After a stipulated time, the income and domicile certificates were issued to students in the college itself.

The Student Council members always helped in this activity. They prepared a banner and set a counter to guide these applicants. The banner showed a sample application form. They even guided students by showing them how to fill the application form on government portal and upload documents.

College wanted all the students who belong to any type of reserved category shall apply for the Government scholarship/freeship and gain the benefit of it.

It was observed that most of the reserved category students are also financially weak. Their parents somehow manage to render them higher education. If academic fees is borne by Government, then these students will be encouraged for college education and will become more employable.

This will help in achieving equality of opportunities in the society.

Large number of students collected the free application forms and attended the guidance workshop.

Students joined the Whats App groups meant for scholarship/freeship seekers and were enthusiastically asking questions about applying for these schemes.

Even they shared their experiences in getting Income and /or Domicile certificates with others on groups. These discussions served as education to other seekers.

Though all of them could not acquire the required documents to apply for income and domicile certificates, there was a remarkable increase in the number of beneficiaries of Government scholarship/freeship scheme for reserved category students.

The rise in number of beneficiary's year on year gives a strong evidence of the success of the activity.

In spite of repeated notices in pre-pandemic era and many invites to Whats App groups made for scholarship/freeship seekers, many students did not show keenness in preparing for application to these schemes.

Many of the seekers were unable to produce documents of evidence of their 15 years stay in the State as they shift the residence frequently. Many a times the income source was varying and hence it was difficult to get evidence for annual income.

Many a times inspite of our endeavour to reach them, due to disinterest of the students they were unaware of the benefits of scholarship / freeship.

It was observed that students asked the same queries repetitively to the B. C. Cell incharge teachers who were tirelessly responding to the queries of students.