

2022 Financial Assistance Policy

National Law University, Delhi

Introduction

This policy shall govern the administration of financial assistance for students in the B.A., LL.B (Hons.) course at National Law University, Delhi. As is evident in the provisions below, the policy aims to broadly address three (3) categories of situations:

- a. Need-based financial assistance
- b. Hardship financial assistance
- c. Loan-based financial assistance

This policy is being brought into force when the tuition fee is Rs. 85,000 per annum and the total of other annual charges is approximately Rs. 1,20,000 per annum.

Definitions

For the purposes of this policy:

- 'Family income' shall mean the combined income of parents and siblings of the applicant.
- 'Start of the academic year' means the first day on which classes are held in the August - December semester.

1. Need-based Financial Assistance

(a) Subject to the provisions in this policy, students in the following four categories and with a minimum CGPA of 4.0/ 7.0 shall be eligible for need-based financial assistance:

i.) Group A: Family income up to Rs. 3 lakhs per annum

ii.) Group B: Family income above Rs. 3 lakhs per annum and up to Rs. 6 lakhs per annum

iii.) Group C: Family income above Rs. 6 lakhs per annum and up to Rs. 9 lakhs per annum

iv.) Group D: Family income above Rs. 9 lakhs and up to Rs. 10 lakhs per annum

Provided that, students can apply for need-based financial assistance only after completing one year in the University.

(b) Proof of family income – All applicants for need-based financial assistance shall submit a notarised affidavit stating the family income and shall clearly indicate the total number of members in the family and those whose income is being considered for purposes of computing the family income.

(c) The notarised affidavit in the above provision shall necessarily be supported by income tax returns/ salary certificates as may be applicable. Exemptions from providing supporting documentation in the form of income tax returns/ salary certificates shall be granted only in extraordinary circumstances where the Financial Assistance Committee is convinced that circumstances exist where neither of those documents can be submitted for all/ any of the family members. Logistical difficulties of any kind shall not be sufficient to meet the requirement of 'extraordinary circumstances' under this provision.

(d) If the applicant seeks to exclude any family member from the calculation of family income, the notarised affidavit referred to above shall clearly state the reasons for such exclusion. The Financial Assistance Committee shall have the prerogative to call for more information/ documentation to support such exclusion and shall also have the power to refuse such exclusion from the calculation of family income.

(e) The Financial Assistance Committee is authorised to take all necessary and reasonable measures to verify the family income stated in the application form and the notarised affidavit. The Financial Assistance Committee is also authorised to call for information supplied at the time of admission into the University and shall have the power to seek an explanation and proof thereof of any variation/ discrepancy.

(f) Subject to meeting the requirements and application of provisions in this policy:

Applicants in Group A can seek financial assistance up to Rs. 1,00,000 per annum.

Applicants in Group B can seek financial assistance up to Rs. 75,000 per annum.

Applicants in Group C can seek financial assistance up to Rs. 50,000 per annum.

Applicants in Group D can seek financial assistance up to Rs. 30,000 per annum.

(g) Being mindful of the overall circumstances of each applicant and the budget available for financial assistance in each academic year, the Financial Assistance Committee shall have the discretion to authorise financial assistance for a lesser amount than that sought by the applicant.

(h) Applicants seeking need-based financial assistance more than once shall be required to demonstrate that their CGPA has increased by at least 0.25 points each academic year compared to their CGPA at the time of their previous application. This requirement shall operate until a CGPA of 6.0/ 7.0 is attained and thereafter a CGPA of at least 6.0/ 7.0 will have to be maintained.

By way of illustration, if X had a CGPA of 5.0/7.0 at the time of receiving financial assistance for the first time in AY 2022-23 and then applies for financial assistance in the AY 2024-25, then X's CGPA should be at least 5.5/7.0 to be eligible for financial assistance in the AY 2024-25.

(i) Subject to Clause 6 of this policy, any misrepresentation shall lead to revocation of financial assistance offered by the University and the University shall also be entitled to recover any previous financial assistance that the student might have received from the University.

(j) The Financial Assistance Committee shall call for applications for need-based financial assistance once every academic year within 2 weeks of the new academic year. The Financial Assistance Committee shall endeavour to make all need-based financial assistance decisions within 6 weeks of the start of the new academic year.

2. Hardship Financial Assistance

(a) Subject to the provisions of this policy, all students in the University are eligible to apply for hardship financial assistance.

(b) Hardship for the purposes of financial assistance means a sudden change in circumstances of the applicant that has caused or is very likely to cause a substantial decrease in the family income of the applicant. An applicant must be able to demonstrate that the change in circumstances has been sudden and is not just an intensification of pre-existing circumstances. However, 'sudden change in circumstances of the applicant' shall include incapacitation or death of family members from a pre-existing illness or condition. Provided that, it shall not be sufficient to demonstrate only a 'sudden change in circumstances'. The impact of such sudden change on the family income is integral to eligibility under this category.

(c) In considering an application for hardship financial assistance, the Financial Assistance Committee shall have the prerogative to call for supporting information or materials, including seeking conversations with relevant family members or guardians.

(d) There shall be no minimum CGPA requirements to apply for hardship financial assistance.

(e) Applications for hardship financial assistance shall be considered once every quarter by the Financial Assistance Committee.

(f) The Financial Assistance Committee shall have the option of either waiving or delaying payment of fees/ charges or a combination of both in responding to an application for hardship financial assistance. In case of a waiver, the Financial Assistance Committee shall have the discretion to decide the extent of the waiver.

(g) The Financial Assistance Committee shall decide the duration of such hardship financial assistance but in no event shall hardship financial assistance be provided for more than 2 semesters on the basis of the same set of events causing the hardship.

(h) Subject to Clause 6 of this policy, any misrepresentation in an application for hardship financial assistance shall lead to appropriate disciplinary proceedings and also revocation of the hardship financial assistance offered by the University. In case of a misrepresentation, the University shall also be entitled to recover any assistance that might have already accrued.

3. Loan-based Financial Assistance

(a) Students in the V-year of the B.A.,LL.B (Hons.) with a CGPA of at least 5.0/ 7.0 and with a family income of no more than Rs. 9 lakhs per annum can apply for loan-based financial assistance to convert any outstanding fees/ charges payable to the University into an interest-free loan. Such applications shall be made only in the last week of April in the applicant's year of graduation and shall be accompanied by a statement giving reasons justifying an application for loan-based assistance. The application shall also be accompanied by the guarantee referred to in sub-clause (c) below. Provided that, Cl(1)(b) - (e) of this policy shall apply mutatis mutandis to determination and verification of family income under this provision.

(b) It is clarified that the proportion of outstanding fees and charges that may be converted into loan-based financial assistance, if at all, shall be the discretion of the Financial Assistance Committee taking into account the overall circumstances of the applicant and the financial position of the University concerning funds available for financial assistance.

(c) Applications in this category shall state and demonstrate the ability to start repaying the loan no later than one year after the completion of the B.A., LL.B (Hons.) course from the University. Applications shall also be supported by a guarantee from the applicant's parent/s or, in their absence, next of kin (as guarantors in either case). In case the applicant fails to repay the loan, the guarantors shall assume the responsibility to repay the loan to the University.

(d) An applicant receiving loan-based financial assistance shall enter into a loan agreement with the University. A part of this agreement shall be the undertaking by the applicant that s/he shall start repaying the loan in installments starting no later than one year from the completion of the B.A., LL.B (Hons.) course from the University and that the loan amount shall be repaid in half-yearly or yearly installments. The agreement shall also be signed by the guarantor undertaking the above mentioned responsibilities in Cl. 3(c). The applicant also undertake the obligation to keep the University informed of any change in primary email address, postal address, and primary mobile phone number of the applicant. The first installment will have to be paid no later than one year from the completion of the B.A., LL.B (Hons.) course from the University and the applicant shall also accept that the correspondence sent to the primary email address provided to the University shall be the mode of official communication for all matters concerned with the loan-based financial assistance.

(e) The Financial Assistance Committee shall decide the time period within which the full loan amount has to be repaid but the maximum period that can be permitted for the repayment of the loan is six years after completing the B.A., LL.B (Hons.) course. The nature of installments (half-yearly/ yearly) shall be decided by the Financial Assistance Committee after seeking the preference of the applicant. The Financial Assistance Committee is not bound by the preference of the applicant either in terms of the duration for repayment of the loan or nature of installments.

(f) Any misrepresentation in an application for loan-based financial assistance shall lead to immediate revocation of such assistance and immediate recovery of the full fees/ charges due to the University. The University also reserves the right to initiate appropriate legal proceedings in such instances of misrepresentation.

4. Proportion of financial assistance under each category

The proportion of financial assistance under each category in any given academic year will be the discretion of the Financial Assistance Committee depending on the availability of funds with the University for financial assistance. Provided that, it will be open to the Financial Assistance Committee to not approve any loan-based financial assistance in a given academic year depending on the financial position of the University concerning funds available for financial assistance.

5. Nature of financial assistance

It is clarified that financial assistance under this policy will only be in the nature of setting off fees/charges that are payable to the University.

6. Consequences of false information

Notwithstanding anything contrary in the above provisions:

(i) If it emerges that any applicant has provided false information in any of the application materials, irrespective of whether financial assistance was provided, then such applicant shall be disqualified from applying for financial assistance from the University again.

(ii) Further, if it emerges that an applicant who has received financial assistance provided false information in any of the application materials, then the University shall revoke and recover the financial assistance that was provided in that instance and also any subsequent financial assistance that was provided.

7. Amendments

All amendments to this policy shall require the approval of the Vice-Chancellor and, if deemed necessary by the Vice-Chancellor, further approvals from relevant University bodies.