

**NTPC SCHOLARSHIP SCHEME FOR SC/ST/PC STUDENTS**  
**PURSUING MBA/PGDBM COURSE FROM SPECIFIED INSTITUTES**  
**(15 SCHOLARSHIPS PER YEAR ) Batch 2012-2014**

**SALIENT FEATURES**

<b>Applicable to :</b>	SC/ST/PC students pursuing Full time MBA / PGDBM from Specified Institutes doing specialization in HR / Finance
<b>Specified Institutes :</b>	IIMs, XLRI, XISS, TISS, FMS, JBIMS, MDI, SPJIMR, NMIMS, IMT, XIM, SIBM, SCBM & HRD, SIM & Research, IMI, KJSIM
<b>Amount &amp; Duration :</b>	Rs. 1500/- P.M. for 24 months
<b>Eligibility</b>	SC/ST/PC students in their 2 <sup>nd</sup> year of study in the academic year 20013-14 and having 60% marks in the 1 <sup>st</sup> year / 1 <sup>st</sup> and 2 <sup>nd</sup> semester examinations <b><u>(If the Institutes award letter grade (CGPA), they may be converted to %age / Mention the conversion formula to percentage for screening the application on % basis.)</u></b> . <i>Students availing of scholarship / financial assistance/stipend from any other institute need not apply.</i>
<b>How to Apply :</b>	<p>Students can obtain the Application formats from the Head of the Institution or his authorized representative. The application form can also be downloaded from NTPC website <a href="http://www.ntpc.co.in">www.ntpc.co.in</a> . The application duly filled along with Caste/Disability Certificate, as the case may be, should be submitted, along with attested copies of mark sheets of the 1<sup>st</sup> year (annual / semester examinations) to the Head of the Institution. The Institution shall scrutinize and verify the certificates and shortlist 2 best candidates in each category SC, ST and PC and send these applications to NTPC at the following address latest by <b>12.08.2013</b>:</p> <p>Additional General Manager (HR ), NTPC LTD., NTPC Bhawan, Core no. -7, SCOPE COMPLEX Lodhi Road, New Delhi – 110003</p> <p>Applications received from all the Institutes will be scrutinized by NTPC and 15 best candidates (5 SC, 5 ST &amp; 5 PC) will be selected for scholarship.</p>
<b>Query:</b>	Clarification, if any, can be sought from <a href="mailto:mathewpm22@gmail.com">mathewpm22@gmail.com</a> / <a href="mailto:rmukherjee@ntpc.co.in">rmukherjee@ntpc.co.in</a> / 011-24314963 /24387430/9650990988.

***List of Institutes from where students have been selected in the Past under NTPC Scholarship Scheme.***

1. Indian Institutes of Managements.
2. XLRI - Xavier Labour Relation Institute, Jamshedpur
3. XISS - Xavier Institute of Social Sciences, Ranchi
4. TISS - Tata Institute of Social Sciences, Mumbai
5. FMS (DU) - Faculty of Management Studies, Delhi University
6. Jamnalal Bajaj Institute of Management Studies, Mumbai
7. Narsee Monjee Institute of Management Studies Mumbai
8. Symbiosis Centre for Management and Human Resource Development, Pune
9. Symbiosis Instt of Business Management, Pune
10. Sydenham Instt. of Mgmt Studies & Research, Mumbai
11. K.J. Somaiya Instt of Mgmt, Mumbai
12. International Management Institute, Delhi.
13. Xavier Institute Of Management , Bhubaneshwar.
14. Management Development Institute, Gurgaon.
15. S.P.Jain Institute of Management, Mumbai.
16. Institute of Management & Technology, Ghaziabad.

**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE**

**BELONGING TO SCHEDULED CASTE OR SCHEDULED TRIBE**

**IN SUPPORT OF HIS CLAIM**

**FORM OF CASTE CERTIFICATE**

This is to certify that Shri/Shrimati/Kumari \_\_\_\_\_ Son/Daughter  
of \_\_\_\_\_ of village town \_\_\_\_\_ in district/  
division \_\_\_\_\_ belongs to the \_\_\_\_\_  
Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe under:

- @ The Constitution (Scheduled Castes) order, 1950
- @ The Constitution (Scheduled Tribes) order, 1950
- @ The Constitution (Scheduled Castes) (Union Territories) Order 1951

(as amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order 1956 the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act 1970, the north eastern areas(Reorganisation) Act 1971 and the Scheduled Castes and Schedules Tribes Order (Amendment) Act 1976).

- @ The Constitution (Jammu & Kashmir) Scheduled Caste Order, 1956
- @ The Constitution (Andaman & Nocobar Islands) Scheduled Castes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.
- @ The Constitution (Dadra & Nagar Havelli) Scheduled Castes Order 1962.
- @ The Constitution (Pondicherry) Scheduled Castes Order 1964.
- @ The Constitution (Scheduled Tribes) (Uttar Pradesh) Order 1967
- @ The Constitution (Goa, Daman & Diu) Scheduled Castes, Order 1968
- @ The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @ The Constitution (Sikkim) Scheduled Castes Order 1978
- @ The Constitution (Sikki) Scheduled Tribes Order 1978

- # Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration

This certificate is issued on the basis of the Scheduled Caste / Scheduled Tribe Certificates issued to Shri/Shrimati \_\_\_\_\_ Father/mother of Shri/Shrimati/Kumari\* \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District / Division \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe\* which is recognized as Scheduled Caste / Scheduled Tribe\* in the State / Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ (Name of prescribed authority) vide their Order No. \_\_\_\_\_ dated \_\_\_\_\_

Shri/Shrimati\*/Kumari\* \_\_\_\_\_ and/or

\*his/her family ordinarily reside(s) in village / town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division\* of the State/Union Territory\* of \_\_\_\_\_

Signature \_\_\_\_\_

Name &

Designation \_\_\_\_\_

(With seal of office)

Place \_\_\_\_\_ State/Union Territory

Date \_\_\_\_\_

\*Please delete whatever is not applicable

@Please quote specific presidential order

\$ Delete the paragraph which is not applicable

NOTE: The term "Ordinarily reside (s)\* used here will have the same meaning as in Section 20 of the Representation of the People Act, 1960.

\*List of authorities empowered to issue Scheduled Caste / Scheduled Tribe Certificate:

1. District Magistrate / Additional District Magistrate /Collector/Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1<sup>st</sup> Class Stipendary Magistrate / City Magistrate /Taluka Magistrate Executive Magistrate /Extra Assistant Commissioner  
\*(Note below the rank of 1<sup>st</sup> Class Stipendary magistrate)
2. Chief Presidency Magistrate /Additional Chief Presidency Magistrate /Presidency Magistrate
3. Revenue Officers not below the rank of Tehsildar
4. Sub-Divisional Officer of the area where the candidate and/or his family normally resides
5. Administrator/Secretary to Administrator/Development Officer (Lakshadweep Islands)

**NTPC SCHOLARSHIP SCHEME FOR SCHEDULED CASTE/SCHEDULED  
TRIBE/PHYSICALLY CHALLENGED STUDENTS PURSUING FULL TIME MBA/PGDBM  
COURSE**

**1.0 COVERAGE**

- 1.1 All students belonging to Scheduled Caste / Scheduled Tribe / Physically Challenged categories pursuing 2 years full time MBA/PGDBM with specialization in Human Resource Management / Finance Management from specified institutions shall be eligible to apply for the NTPC Scholarships.

**2.0 SCHOLARSHIP: NUMBER, AMOUNT, DURATION AND COMMENCEMENT.**

- 2.1 From the academic year 2003-04, it has been decided to award a total of 15 scholarships to eligible students as under:

Scholarship for SC students	:	5
Scholarship for ST students	:	5
Scholarship for Physically Challenged students	:	5

- 2.1.1 Physically Challenged students primarily of Ortho, Hearing and Visually challenged categories will be considered. However disability may be exchanged / substituted in case students from any particular disability is not available.
- 2.1.2 The no. of scholarships may be reviewed by NTPC Management from time to time.
- 2.2 The amount of scholarship shall be Rs.1500/- per month per student for a maximum period of 2 years.
- 2.3 The Scholarship Scheme shall commence for eligible students pursuing their second year studies in the academic year 2013-2014.

**ADMINISTRATION OF THE SCHEME**

- 3.1 Nodal Agency: Corporate Welfare Group (NTPC) shall be the nodal agency for administering the scheme.
- 3.2 Corporate Welfare Group shall intimate details of the Scheme to the Head of Institutions requesting to forward two applications in each category i.e. SC/ST/PC.
- 3.3 Head of Institution may notify the Scheme appropriately among the eligible candidates including displaying on notice boards.
- 3.4 Head of Institution shall invite applications from eligible students pursuing studies in the academic year 2013-2014, who have completed their 2<sup>nd</sup> semester / 1<sup>st</sup> year examination and whose results have been declared.
- 3.5 Eligible candidates may apply to the Head of Institution in the form enclosed at Annexure C accompanied by the following documents:

- 3.5.1 Caste certificate in respect of . SC /ST students from prescribed Authority, in the prescribed format of Certificate. A list of authorities empowered to issue SC/ST Certificate is enclosed (Annexure-D).
- 3.5.2 Disability certificate in respect of Physically Challenged students issued by a medical board constituted by the Central / State govt. or the civil surgeon of a district hospital or medical superintendent of a Govt. hospital, indicating clearly the percentage disability. The students having disability more than 40% shall be eligible for this scholarship.
- 3.5.3 Character Certificate from Head of Institution.
- 3.5.4 Certificate of % of marks obtained in the 1<sup>st</sup> & 2<sup>nd</sup> semester / 1<sup>st</sup> year examination duly attested by the Head of Institution. The base cut-off score shall be kept at 60% for eligibility.**
- 3.6 It will be the responsibility of Institution to verify the Caste / Disability Certificate.
- 4.0 Process of selection of candidates by Corporate Welfare Group:**
- 4.1 Based on the applications received above, selection will be made by NTPC on the basis of performance of eligible candidates in the first & second semester / first year examination and any other criteria that may be decided by NTPC. Institutions, which do not offer percentage of marks, may be asked to furnish percentage equivalence.
- 4.2 Concerned Head of Institution shall be intimated by Corporate Welfare Group regarding the selected students along with cheques for payment to be handed over by concerned Head of Institution to the selected students.
- 4.3 Scholarship for the previous period (from month of admission to the month of announcement of the scholarship) shall be paid to the candidates in one lump sum. For subsequent months, scholarship shall be paid @ Rs.1500/- pm per student till the end of the course through post dated cheques. The institution will disburse the cheque at the beginning of each month to the student, till the end of academic session.
- 4.4 The NTPC Scholarship will be subject to continuous satisfactory performance and good conduct of the student during the course. Awardees of scholarship who fail to pass the subsequent semester and/or annual examination in the first attempt, and on indulging in any activity amounting to misconduct as per the rules and regulations of Institution shall be disqualified from continuance of receipt of the scholarship.

## 5.0 **GENERAL**

- 5.1 That the candidate has availed Scholarship from NTPC for the duration of the course will not entail upon NTPC any liability for his /her employment.
- 5.2 Students in receipt of NTPC Scholarship will not be entitled to avail of any other scholarship / financial aid / stipend from NTPC or any other source whatsoever.
- 5.3 The decision of the Company with regard to award of scholarship, continuance and / or discontinuance, as the case may be, shall be final and binding.
- 5.4 NTPC reserves the right to alter, modify or withdraw the scheme at any point of time as considered necessary.

Application Form

Annexure 'C'

The Additional General Manager (HR),  
Corporate HR ,  
NTPC Ltd., Core-7,  
SCOPE Complex, 7 Institutional Area, Lodhi Road,  
New Delhi – 110 003

Self attested  
Colour  
photograph

**Sub : NTPC Scholarship Scheme- XI for SC/ST/Physically Challenged students pursuing full time MBA/PGDBM Course with specialization in HR/Finance.**

**Through : Head of Institution**

Dear Sir,

I apply for award of aforesaid “NTPC Scholarship Scheme”, on the basis of the following

- (1) I have read and understood the various provisions, conditions and liabilities of the NTPC Scholarship Scheme for SC/ST/Physically Challenged students pursuing full time MBA/PGDBM course with specialization in HR/Finance Management and agree to abide by the same.
- (2) I am pursuing 2-year full-time programme in MBA/PGDBM and I have passed the 1<sup>st</sup> and 2<sup>nd</sup> semesters / 1<sup>st</sup> year examination in first attempt and obtained not less than 60% of marks and am currently in the 2<sup>nd</sup> year of the course at (Institution) \_\_\_\_\_ (Name of the Institute).
- (3) I am not availing any other scholarship / financial aid / stipend from NTPC or any other source whatsoever.
- (4) I belong to Scheduled Caste/Scheduled Tribe/Physically Challenged category (Please strike off whichever is not applicable). A certificate in the prescribed format from the Competent Authority to this effect is enclosed.
- (5) I am enclosing attested copies of marksheets of 1<sup>st</sup> & 2<sup>nd</sup> semester / 1<sup>st</sup> year examination(s).

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

E-mail id \_\_\_\_\_

Mobile No. \_\_\_\_\_

Phone (R) \_\_\_\_\_

(With code no)

Contd. ...

Encl : (i) **SC/ST/PC certificate**  
(ii) **Marksheet(s) of 1<sup>st</sup> & 2<sup>nd</sup> semesters/1<sup>st</sup> year examination(s)**

Date \_\_\_\_\_

Place \_\_\_\_\_

Seal of the  
institute :



(FOR USE BY THE INSTITUTION CONCERNED )

***(Please note that your institution may sponsor a maximum of two applicants each in SC/ ST / Physically Challenged categories. This is to ensure as wide a dispersal as possible of the Scholarships to the students in various institutions.)***

We are satisfied about the statements made in the enclosed application by the applicant.  
Brief additional particulars are given below :

- (a) Full Name of the applicant \_\_\_\_\_
- (b) Date of Birth \_\_\_\_\_
- (c) Name & Permanent address  
of Father/Guardian \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (d) Percentage of marks obtained in the  
\_\_\_\_\_1<sup>st</sup> Annual Examination/Aggregate of  
first two semesters (***Where Cumulative  
Grade Point Average (CGPA)/  
letter grade is given in lieu of percentage,  
please convert the letter grade to percentage/  
(Write conversion formula from CGPA to %  
for screening the application)***)
- (e) Course pursued and year of study \_\_\_\_\_ **HR /Finance**  
Specialization /Major
- (f) General conduct \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

Seal of the  
Institution \_\_\_\_\_

(Head of the Institution/  
Registrar /Dean of students)

Name: \_\_\_\_\_

Phone  
No(s) \_\_\_\_\_

Email \_\_\_\_\_