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**DELHI TECHNOLOGICAL UNIVERSITY**  
(Formerly Delhi College of Engineering)  
Shahbad Daultpur, Main Bawana Road, Delhi-42

F.No. 104/Fee con./Acad-PG/2015/801

Dated:- 11/10/18

**NOTICE**

Sub:- Applications for Fee Concession for Academic Year 2018-19 for MBA/  
M.Tech\*.students.

All the desirous and eligible students of DTU are hereby informed to submit the application (in prescribed format Annexure-1) for fee concession. The criteria and guidelines for the fee concession and concession in hostel fee are as under:

1. The students whose family income from all sources is less than Rs. 4,50,000/- per annum will only be eligible for fee concession.
2. Submit the Income Certificate/ Form-16 duly issued by the parent's Employer or an Affidavit duly issued by Distt. Revenue Authority, if self-employed.
3. The student has to submit the University Fee Receipt of the session for which fee concession claimed.
4. The student has to submit the copies of the all mark sheets starting from 12<sup>th</sup> class.
5. The student should not have any pending back paper/re-appear/supplementary in any of the subject. In case any student has any pending back paper/re-appear/supplementary in any of the subject he/she will not be eligible for Fee Concession.
6. The student has to submit an undertaking duly counter signed by his/her parents on stamp paper of Rs. 10/- duly attested by public Notary that "he/she has not obtained or applied for any grant/financial help for the same purpose from any other Ministry/Govt. Department of India/State, any Public/Private Organization". The application of the candidate concealing the facts will automatically stand cancelled.
7. The student should not be involved in any indisciplinary activity (ies) in the University.
8. Copies of Death Certificate of earning parent/s if applicable.
9. Copy of award letter of Scholarship/fellowship if any, being awarded any Govt. or non-Govt. organization.
10. Copy of Bank Passbook mentioning IFSC and Bank A/c No.
11. Electricity bills for the month of Aug. to Oct.

12. Property Tax receipts/Home rent receipts/Hostel Bills.

13. Telephone landline bill for last two months.

14. The full fee concession may be given to the students' maximum upto five (05) % of the sanctioned intake for the particular year in the respective programme or equivalent to the number of double, the half fee concession may be granted to the deserving students.

15. The full fee concession will be granted to the wards (up to two children only) of all the Group C' employees and half fee concession may be granted to the wards (up to two children only) of all the "Group B' employees of the DTU/DCE over and above the students' maximum upto five (05) % of the sanctioned intake for the particular year.

The students are informed to submit their application by due date i.e. 23.10.18 along with the above mentioned documents. Application will be accepted which can only be in prescribed format downloaded from [www.dtu.ac.in](http://www.dtu.ac.in).

\*The student who is applying for fee concession in M.Tech. must be non-sponsored, non-approved branches and not part time students.

*Anil Kumar*  
(Anil Kumar)

Dy. Registrar (Academic-PG)

F.No. 104/Fee con./Acad-PG/2015/801

Dated: 11/10/18

Copy to:-

1. PS to the V.C. for kind information to the Hon'ble Vice Chancellor.
2. PA to PVC for information to the Pro Vice Chancellor, DTU.
3. Registrar, DTU.
4. Dean Academic (PG). - 11/10/18
5. All HoD's: with the request to get the notice displayed on the Department Notice Board.
6. Head (Computer Center): with the request to get the notice displayed on the University website.
7. DR. (Accounts), DTU.
8. Chief Warden: with a request to arrange for display copy of notice on hostel notice board.
9. Notice Board, Academic Branch.
10. Guard File.

*Anil Kumar*  
(Anil Kumar)

Dy. Registrar (Academic-PG)

Academic Branch  
Delhi Technological University

Application for Fee Concession

Name	
Registration No.	
Roll No.	
Branch	
Email id	
Mobile No.	

Part-I		
Whether availed fee concession from DTU in previous years	Yes	No
Amount of Fee Concession availed	100%    50%	
Year of Concession availed		

Part-II		
	Father / Guardian	Mother/ Guardian
1 Name (mention relation with Guardian)		
2 Mention Surviving/Diseased/disabled		
3 Employed/Self Employed (Mention name of business)		
4 Total Annual Income from all known sources		

Part-III		Yes	No
1	Marksheets of 12 <sup>th</sup> for the 1 <sup>st</sup> year		
2	Marksheets of previous semesters		
3	Income Certificate issued by Distt. Revenue Authority.		
4	University Fee Receipt of the session which fee concession claimed.		
5	First year students have to submit JEE Rank Card.		
6	Any back paper/re-appear/supplementary		
7	Undertaking duly counter signed by his/her parents on stamp paper of Rs. 10/- duly attested by public Notary.		
8	Involve any indisciplinary activity		
	Copy of Death Certificate		
	Copy of award letter of any other scholarship awarded any Govt. or non-		

	Govt. organization.		
11	Copy of Bank Passbook mentioning IFSC Code and Bank A/c No.		

**Part IV: Undertaking**

I under take that (a) the details given above are correct. If the information supplied is found to be incorrect at later date, I shall reimburse the amount to DTU, (b) I shall abide by the decision of the DTU.

Name :

Sign :

Part V:

For Office Use Only

Sign.

1	Documents checked by	D/A	
2		S.O.	

Part-V : Recommendations of the Committee

1	Recommended	50%	100%
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Signature of the member of the Committee