

(Abstract)

Director of Student Services - Fixation of Financial Assistance to the student beneficiaries of 'Earn While You Learn scheme' - Syndicate resolution implemented - Orders Issued.

DIRECTOR OF STUDENT SERVICES

DSS/A4/1/EWYL/2022

Dated: 09.10.2024

Read:-1.UO No. PLD/IQAC A2/13832/2020 Dated.10/11/2022

2.UO No. DSS/A4/1/EWYL/2022 dated 24/04/2023.

3. Letters No. DSS/A4/1/EWYL/2022 dated.20.06.2024, 24.07.2024.

5.Letter dated.31.07.2024

6.Note to Syndicate No. DSS/A4/1/EWYL/2022 dated.12.09.2024

7.Minutes of the meeting of the Syndicate held on 30/09/2024 ,Item no.2024.829

ORDER

1.Vide paper read as (1) above, the 'Earn While You Learn Scheme' (EWLS) was implemented for PG students of the teaching departments/centers of Kannur University. As per the said UO, Paragraph 16, the students selected under the scheme will receive financial assistance of ₹2500 (Rupees Two Thousand Five Hundred only) per month.

2.Vide paper read as (2) above, 42 students have been selected from various campuses as beneficiaries of the Earn While You Learn scheme.

3.After the completion of the work assigned to the student beneficiaries, the Campus Directors/Heads of Departments from four departments submitted bills/vouchers for settlement. Upon scrutiny of these bills/vouchers, it was found that there were variations in the way they were prepared.

4.Therefore, vide papers read as (3) and (4) above, specific remarks regarding the fixation of financial assistance to the student beneficiaries have been sought from Prof. Anil Ramachandran, HoD, School of Physical Education & Sports Sciences, who submitted the proposal for the EWYL project.

5.Prof. Anil Ramachandran, vide paper read as (5) above, responded with the following remarks:

'In case of providing financial assistance to the beneficiaries, the amount of ₹2500/- to be provided may be considered on monthly basis in case the student takes up the assignment on the first working day of the month. Even if the student is engaged in between days of a month ,part payment for the month may be considered considering the payment of ₹2500/- for a 25-working days in a month'.

6. Hence orders were sought for the following, regarding the fixation of Financial Assistance to the Student Beneficiaries,

- i) To fix 25 working days of that month as one month .
- ii) To fix ₹100/- as Financial Assistance per day.
- iii) If the student beneficiary has worked for less than 25 days, then to consider it as part payment.

7. Vide paper read as (6) above, the remarks/clarification of Prof. Anil Ramachandran, HoD, School of Physical Education & Sports Sciences, regarding the fixation of financial assistance to the student beneficiaries of the Earn While You Learn scheme, was placed before the Syndicate for perusal and consideration.

8. Vide paper read as (7) above, the Syndicate approved the remarks/clarification of Prof. Anil Ramachandran regarding the fixation of financial assistance to the student beneficiaries of the Earn While You Learn scheme., as follows

- i) To fix 25 working days of that month as one month .
- ii) To fix ₹100/- as Financial Assistance per day.
- iii) If the student beneficiary has worked for less than 25 days, then to consider it as part payment.

9. Hence, orders are issued implementing the above syndicate resolution with regard to the fixation of financial assistance to the student beneficiaries of the Earn While You Learn scheme:

Sd/-

Dr.Nafeesa Baby T P
DIRECTOR OF STUDENT SERVICES

Copy To: PS to VC/PA to R/FO,KSAD

Forwarded / By Order

SECTION OFFICER

(Abstract)

IQAC - 'Earn While You Learn Scheme' (EWLS) - Modified Orders issued.

IQAC

PLD/IQAC A2/13832/2020

Dated: 10.11.2022

Read:-1) Minutes of the IQAC meeting held on 25/09/2020.

2) Letter dated 14.10.2020 from Prof. Anil Ramachandran, School of Physical Education & Sports Sciences

3) Minutes of the IQAC meeting held on 15/10/2020.

4) Letter dated 30.10.2020 from Prof. Anil Ramachandran, School of Physical Education & Sports Sciences

5) Minutes of the IQAC meeting held on 30/10/2020.

6) Minutes of the meeting of the Syndicate held on 17/11/2020.

7) Minutes of the meeting of the Standing Committee of the Syndicate on CRLP held on 25/11/2020.

8) Minutes of the meeting of the Syndicate held on 19/01/2021.

9) Email dated 12/02/2021 from Prof. Anil Ramachandran.

10) Letter dated 01/09/2021 from Prof. Anil Ramachandran.

11) UO of even No. dated 07/12/2021.

12) Order of the Vice Chancellor, dated 15/09/2022.

ORDER

1) As per the paper read 1st (Decision No. 16), it was decided to introduce the ***Earn While You Learn Scheme (EWLS)*** in Kannur University, as suggested by Prof. Anil Ramachandran, School of Physical Education and Sports Sciences, as a best practice.

2) As per the paper read 2nd Prof. Anil Ramachandran submitted a proposal for the scheme.

3) As per the paper read 3rd (Decision No. 10), Prof. Anil Ramachandran was entrusted to prepare a detailed revised proposal.

4) As per the paper read 4th Prof. Anil Ramachandran submitted the revised proposal for the scheme. The objective of the scheme is to employ research scholars/PG students in the teaching departments/centres by providing them part-time jobs to assist in the various activities of the department/centre.

5) As per the paper read 5th (Decision No. 6) it was decided to place the proposal before the Syndicate for approval.

6) As per the paper read 6th (Resolution No. 2020.529), the Syndicate considered the proposal and resolved to approve it in principle. It was further resolved to entrust the Standing Committee on Course, Research, Library & Publication to prepare and submit the guidelines on the modalities on implementation.

7) As per the paper read 7th, the Standing Committee of the Syndicate on Course, Research, Library & Publication (CRLP) recommended the following.

- Recommended to entrust Prof. Anil Ramachandran, School of Physical Education and Sports Sciences to frame guidelines/criteria for selecting PG students / Research Scholars for the scheme with the following details.
 1. No. of Students to be employed in each department.
 2. Selection criteria (income or merit-cum-means overall assessment etc.).

8) As per the paper read 8th (Resolution No. 2021.057), the Syndicate approved the recommendation of the Standing Committee on CRLP. It was further resolved to instruct Prof. Anil Ramachandran to submit the guidelines / criteria for selecting PG students / Research Scholars for the scheme.

9) As per the paper read 9th, Prof. Anil Ramachandran submitted the guidelines / criteria for selecting PG students / Research Scholars for the scheme along with the model of the Application Form and the format of the list of beneficiaries to be forwarded to the IQAC by the Heads of Departments/Course Directors/Asst. Directors.

10) Subsequently the Vice Chancellor ordered to submit Score Sheet and Formula for Ranking and Prof. Anil Ramachandran submitted the same.

11) Later the Pro Vice Chancellor (in charge of the Vice Chancellor) ordered to revise the selection guidelines to the effect that the beneficiary of the scheme is to be selected by a committee with student representative.

12) As per the paper read 10th, Dr. Anil Ramachandran submitted the revised selection guidelines.

13) The Vice Chancellor approved the revised selection guidelines, the Score Sheet and Formula for Ranking, the Application Form for the scheme and the format of the list of beneficiaries to be forwarded to the IQAC by the Heads of Departments/Course Directors/Asst. Directors, subject to deletion of the criterion of experience.

14) The following are the selection guidelines:

1. The notification for the EWLS shall be issued by the IQAC specifying the number of beneficiaries permissible for each department.
2. The departments may discuss and finalise the priority areas for implementing the scheme in the department council meeting based on the number of beneficiaries allotted by the IQAC.
3. The Head of the Department/Course Director/Asst. Director shall display the notification along with a notice specifying the number and areas identified for the scheme and the application form for EWLS in the student notice board.
4. Upon receiving applications, the department level screening committee shall screen the received applications and prepare a list of the same for forwarding it to the University level selection committee.
5. The department level screening committee shall consist of:
 - (i) The Head of the Department/Course Director/Asst. Director
 - (ii) Department level IQAC coordinator
 - (iii) One or two faculty/staff in the specified areas

(iv) A student representative of the final year PG programme

6. The University Level Selection Committee shall select the beneficiaries based on the screening committee report and recommendation and ranking after an interview of the candidate.

7. The University level selection committee shall consist of:

(i) Director, IQAC

(ii) Head of the Department/Course Director/Asst. Director Concerned

(iii) Faculty nominee of the Vice Chancellor

(iv) Students Union representative

8. The selection committee list with an order of selecting the beneficiary student in the respective departments to be sent to the Heads of Department/Course Directors/Asst. Directors for implementing the scheme for the specified period by the IQAC.

9. At the end of the tenure of the scheme, the Heads of the Department/Course Directors/Asst. Directors shall submit a report to IQAC with suggestions and recommendations for considerations for the scheme in future.

15) The number of beneficiaries to be selected under the scheme from each teaching department/centre will be as follows.

a) Department/Centre with a Student Strength up to 40 - **1** beneficiary.

b) Department/Centre with a Student Strength up to 75 - **2** beneficiaries.

c) Department/Centre with a Student Strength of more than 75 - **3** beneficiaries.

16) The students selected under the scheme will be paid a financial assistance of ₹ 2,500/- (Rupees Two Thousand and Five Hundred) per month.

17) As per read 11th the Earn While You Learn Scheme was implemented in Kannur University as detailed above.

18) As per read 12th the Vice Chancellor ordered to limit the scheme to the PG students of the teaching departments/centres and further ordered to revise the UO (read 11th) accordingly, subject to reporting to Syndicate.

19) Therefore, the Earn While You Learn Scheme is limited to the PG students of the teaching departments and centres of Kannur University.

20) The UO issued earlier in this regard (read 11th) stands modified to this extent.

21) The Score Sheet and Formula for Ranking, the Application Form for the scheme and the format of the list of beneficiaries to be forwarded to the IQAC by the Heads of Departments/Course Directors/Asst. Directors are appended.

22) Orders are issued accordingly.

MADHUSOODANAN K V
DEPUTY REGISTRAR (IQAC)

For REGISTRAR

To: 1) HoDs/ADs/CDs
2) Finance Branch
3) KSAD

Copy To: PS to VC / PA to PVC/ PA to R / PA to FO / PA to CE

Forwarded / By Order

SECTION OFFICER

DSS/A4/1/EWYL/2022


09.10.2024

NOTIFICATION

Ref. UO No. PLD/IQAC A2/13832/2020 Dated. 10/11/2022

Applications under the Earn While You Learn Scheme (EWLS) are invited from the PG students of the Kannur University Teaching Departments and Centres for the year 2024 -25, as per the guidelines prescribed in the UO referred above. The last date to receive the list of beneficiaries in the prescribed format, screened at the Department/Centre level, in the Office of the Director of Student Services is 10/11/2024.

The UO referred above, the Score Sheet & Formula for Ranking, Application Form for the scheme and the format of the List of Beneficiaries to be forwarded to the Office of the Director of Student Services by the Heads of Departments/Course Directors/Asst. Directors are appended.



DIRECTOR OF STUDENT SERVICES.

SPS



KANNUR UNIVERSITY
(Office of the Director of Student Services)

Application for Earn While You Learn Scheme (EWLS)

1. Department/Centre :
2. Name of the PG Student :
3. Gender : Male/Female
4. Program and Semester :
5. Annual Income of the family :
6. Income category : BPL/APL
7. Section/Centre of assistance as per notification :
8. Whether willing to assist in the centre/section as per the notification:
9. Any other comments/suggestions from the applicant:

Place.

Name&Signature

Date.

For office use.

Date of receipt of Application:

Date of Screening Committee meeting:

Recommendation of the Screening Committee:

Name&Signature
(HoD/CD/AD)

Kannur University
(Office of the Director of Student Services)

Score Sheet and Formula for Ranking – Earn While You Learn Scheme

| Sl No | Name of the PG Student. | A- Merit Mark Percentage/Grade Conversion to score of 50 Previous semester/previous programme (Score out of 50) | B-Interview (Score out of 25) | (Total score of A + B) | Income based ranking Final score of A+B based on income with candidate with lowest income to be ranked high (Minimum score of 50% for A+B required to be ranked and considered for income consideration) |
|-------|-------------------------|---|--|---------------------------------------|---|
| | | | | | |
| | | | | | |



KANNUR UNIVERSITY
(Office of the Director of Student Services)

List of student beneficiaries by the department/centre level Screening Committee for the Earn While You Learn Scheme (To be forwarded to the DSS Section by the HoD/CD/AD).

1. Department/Centre :
2. Number of Students in the department/centre :
3. Date of Department Council meeting to finalize the priority areas of assistance in the EWLS:
4. Section/Centre of assistance required : Library/Lab/Store/Office/Extension/Others
5. Nature of assistance (Specify) :
6. Justify the priority for assistance :

7. Name of the PG student :
8. Date of department level screening committee meeting:
9. Any other specific recommendations/suggestions:

Place.

Date.

Name & Signature
(HoD/CD/AD)

Office seal
