

**GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN, BIDHANNAGORE, KOLKATA – 700091**

No. ED-1027/2013

Dated, Kolkata, the 21st October, 2013

From : Dr. Dipak Ranjan Mandal,
Director of Public Instruction, West Bengal.

To : The Principal / OIC / TIC of Govt. / State-Aided Colleges of West Bengal

Sub.: Check List for visits to the Universities / Institutions to enquire into status of Scheduled Castes students – regarding

Sir / Madam,

In enclosing a copy of the letter No. 3/4/2013-RU/WB dated 22.08.2013 of the National Commission for Scheduled Casts along with copies of its enclosures, I am to request you to take appropriate action from your end and to send the information as per check list to this office at an early date.

Yours faithfully,
Sd/- Dipak Ranjan Mandal
Director of Public Instruction,
West Bengal.



BY SPL. MESSANGER

Government of India
National Commission for SCs
(A Constitutional Body set up under Article 338 of the Constitution of India)

Ground Floor, Mayukh Bhawan,
Salt Lake City, Kolkata 700 091.
Ph: 033-2337 0977, 2321 3259.

Dated: Kolkata, 22nd August, 2013.

To

Principal Secretary
Department of Higher Education
Govt. of West Bengal
Vikash Bhawan, Salt Lake City,
Kolkata – 700 091.



30/8/13 Sub: Check List for visits to the Universities / Institutions to enquire into status of Scheduled Castes Students – regarding.

Sir,

I am to refer to National Commission for SCs, New Delhi's letter No. 20/40/Misc/Checklist/2013/ESDW dated 19.7.2013 and to enclose the copy of the same on the subject matter cited above.

2. It is requested for collecting information as per enclosed format from all the State Universities / Institutions falling under your State and submission of the same within 15 days from the day of receipt of this letter.

3. The same may be treated as **MOST URGENT** and soft copy of the reply may also please be e-mailed to arunabh.b@nic.in within the time period mentioned herein.

Yours faithfully,


(Rajib Bhattacharyya)
Director

Encl : As above.

10 30/8/13

Check list for visit to the University/Institutions to enquire into the status of Scheduled Castes Students.

S.No.	Check Points	Answers
1.	Whether the University/Institution run by the Govt. or Private	
2.	Total number of students admitted in the University/Institutions	
3.	Number of General Students admitted	
4.	Number of SC students admitted	
5.	Number of ST students admitted	
6.	Number of OBC students admitted	
7.	Number of courses	
8.	Number of Engineering/Technical courses and their names	
9.	Number of Medical courses and their names	
10.	Number of Professional courses and their names	
11.	Number of General courses and their names	
12.	Number of Scholarships given to the reserved category students under the schemes	
13.	Amount of Scholarship	
14.	Reimbursement of fee/Expenditure on books and stationary/dress	
15.	When the Scholarship awarded whether at the end of the academic session or beginning of the academic session	
16.	If student admitted on zero fee basis the amount of scholarship is given to the student or the Institution/University	
17.	The mode of transaction of payment of scholarship either in the Bank account of the students or Cash (or) through DBT	
18.	Any grievance redressal system with regard to payment of scholarship adopted by the Institution/University	