



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 856

20, Ward place
Colombo 07

31st January 2005

Vice-Chancellors of Universities,
Directors of Institutes,
Rectors of Campuses.

REVISED SCHEME FOR THE PAYMENT OF BURSARIES

This Circular serves to incorporate all the amendments made to the Bursary Scheme from its commencement, and the decision made at the 672nd meeting of the University Grants Commission held on 7th October, 2004 to revise the parental income ceiling, monthly installment value & marking scheme for the Bursaries.

2. With the implementation of this Circular, Commission Circular No. 799 of 5th March, 2002, is hereby rescinded.

3. Eligibility to apply for Bursaries

Any student shall be eligible to apply for a Bursary if he/she satisfies each of the following conditions.

- 3.1 The student should be a citizen of Sri Lanka
- 3.2 He/she should be registered as an internal student for a full time course of study in a University or an Institute affiliated to a University
- 3.3 **Parental Income ceiling**
Parental income should be equal to or less than Rs.240, 000/- per annum
- 3.4 The following concessions to be added to the Income Ceilings specified in 3.3 above
 - (a) Rs.15, 000/- per school going child up to a maximum of three children in a family.

- (b) Rs.20,000/- per child following a course of study in any University or Higher Educational Institution in Sri Lanka, to determine the eligibility of the 2nd child and above, provided that the first child is not in receipt of a Bursary/Mahapola
- 3.5 If the student is employed his/her income from such employment should be added to the parental income.
- 3.6 If the student is employed and married, the student and the spouse should be considered as a separate family and his/her eligibility for Bursaries will be determined according to the rules and regulations specified in Sections 3.3 and 3.4 in this Circular.
4. Any student who satisfies the eligibility criteria given in section 3 above, will be entitled to a Bursary of either Rs.2, 000/- or Rs.1, 900/- p.m. according to following marking scheme.

Marking Scheme

| (a) | Annual Parental Income | No. of Marks |
|-----|---|---|
| | Rs. 00 to Rs.100,000/- | 60 |
| | Rs.100, 000/- < Rs 150,000/ | 30 |
| | Rs.150, 000/- < Rs 200,000/- | 10 |
| | Rs.200, 000/- < Rs.240,000/- | 5 |
| (b) | If the student is a member of a family having one or more school going children |] 5 per child up to a maximum of 15 marks |
| (c) | If the student is a member of a family having more than one child following a course of study in any University, or Higher Educational Institution, provided the first child is not in receipt of a Bursary/ Mahapola |] 10 per child |
| (d) | Distance from the student's permanent place of residence to the University/Institution | No. of Marks |
| | 0 to 25 Km | 02 |
| | 25 Km to 50 Km | 05 |
| | 50 Km to 100 Km | 10 |
| | more than 100 Km | 15 |

- (e) A Bursary of Rs.2,000/- per month is payable to students who obtain 60 marks and above.
- (f) A Bursary of Rs.1,900/- per month is payable to students who obtain 5 to 59 marks.

5 Other conditions governing the payment of Bursaries

- 5.1 Any student who provides false or inaccurate statements or who fails to disclose any material fact in his application is liable to have his registration as an internal student cancelled.
- 5.2 Students who have applied for a Bursary or who are in receipt of a Bursary should communicate in writing to the Registrar of the University or to the Director of the Institute in respect of any changes of family income, marital status, employment income etc.,
- 5.3 Students who are not in receipt of a Bursary should be given an opportunity to apply for a Bursary, if his/her parental income changes due to natural or any other reason/s acceptable to the Registrar of the University or Director of the Institute during his/her academic period.
- 5.4 The Bursaries should be paid only during the period of study in the University/Institute. The recipient of a Bursary who for any reason temporarily ceases to follow the course of study or leaves the University /Institute before completion of the course of study should communicate that fact in writing to the Registrar of the University or the Director of the Institute as the case may be.
- 5.5 The payment of a Bursary to any student may be completely stopped or temporarily suspended for any one or more of the following reasons,
 - 5.5(a) if the student fails to pass any examination completely, provided however, that the Bursary may be paid to any student who has been referred at the first year examination and who is following the course of study prescribed for the second year.
 - 5.5(b) if the student does not pursue his studies diligently
 - 5.5(c) if the student conducts himself in an indisciplined manner
 - 5.6(e) for any other valid reason, to be decided upon at the discretion of the Vice-Chancellor/Director

- 5.7 University authorities should use their discretion on matters relating the restoration of Bursaries, which have been stopped or temporarily suspended.
- 5.8 Each eligible student will be paid a maximum of 10 monthly installments per academic year. Anything over and above 10 instalments should not be paid under any circumstances without prior approval of the UGC.
- 5.9 Conditions applicable to Mahapola scholarships are generally applicable to Bursaries too.
- 5.10 No student who is in receipt of a Mahapola scholarship should be awarded a Bursary.
- 5.11 The conditions governing Bursaries as stated in para 5.1 to 5.8 should be communicated to students by incorporating them in the Bursary application.

6. **General Conditions (Mahapola and Bursaries)**

- 6.1 Students who are not in receipt of any financial assistance as at the effective date of this Circular should be given the opportunity to apply for Bursaries if their parental income falls within the revised limits specified in this Circular.
- 6.2 Universities and Institutes are requested to pay the Bursaries monthly from the funds of the Institution and obtain re-imbursement from the Commission on a monthly basis. A monthly re-imbursement statement should be submitted to the UGC in Form I & Form II annexed.
- 6.3 Each university should appoint a Committee headed by the Registrar to coordinate Mahapola and Bursary payments. The other members of the Committee will be the Bursar, Senior Student Counsellor and officer in charge of student welfare.
- 6.4 Each university (the Committee referred to in para 6.3) should submit a progress report on payment of Mahapola & Bursaries to the UGC on a monthly basis. (Form III)

6.5 At the end of each year, actual number of Bursary/Mahapola scholarship recipients and the actual amount of Bursary/Mahapola scholarship payments should be submitted to UGC according to the form No. IV & V annexed.

6.6 This Circular will be effective from 1st January 2005.


31.01.2005
Prof. B.R.V.N. Mendis
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Chairman

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