

**Hazara University**  
**Student Welfare Fund Rules 2021**



**Hazara University, Mansehra**  
**[www.hu.edu.pk](http://www.hu.edu.pk),**  
**Phone 0997-414077**

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## 1. Introduction to welfare fund

Following its vision, the Hazara University has established a student welfare fund to support needy students to pursue their higher studies. The university gives a lot of importance to its student wellbeing. Welfare fund helps in keeping the motivation of the student high so when they graduate they continue to support the university. The welfare fund for students include various benefits mentioned in this document. The document frames rules to manage, regulate and coordinate of this welfare fund activities to sustain this fund on long-term basis.

### 1.1 Aims and Objectives

The following are the aims and objectives of the fund:

- i. To support poor, needy and deserving students of the university to pursue their higher studies.
- ii. To improve the general wellbeing of the students.
- iii. To provide such amenities to students of the university as may foster their educational, social, cultural and moral development;

### 1.2 Creation and contribution to fund:

The university shall create a fund called "Student Welfare Fund" with the following receipts:

- i. Contribution from students of the university mentioned as per the prescribed amount.
- ii. Donations to the fund may be accepted from individuals, organizations or institutions.
- iii. Profit on investments made out from out of this fund.

### 1.3 Title

These rules shall be called Hazara University Student Welfare Fund Rules 2021.

### 1.4 Commencement

- i. These rules shall come into force with immediate effect.

### 1.5 Definitions

- 1.5.1 **University:** University means the Hazara University.
- 1.5.2 **Vice Chancellor:** Vice Chancellor means the Vice Chancellor of the University.
- 1.5.3 **Student Welfare Fund Committee:** As per section 3.1.i of these rules.
- 1.5.4 **Dean:** Dean means the Dean of a Faculty of the University.
- 1.5.6 **Chairmen/Head:** Chairmen/Head means the Head of a constituent Teaching Department
- 1.5.7 **Treasurer / Director Finance:** Treasurer / Director Finance means Treasurer/Director Finance of the University
- 1.5.8 **Student:** Student means regular student of the Hazara University.

## 2. Power to Frame Rules and Make Changes to the Rules or Amend Rules

- i. The fund management committee shall have the power to frame rules which shall be placed before the Syndicate for approval. It shall also have power to make changes to or amend any of these rules.

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Hazara University Student Welfare Fund Rules 2021



### 3. Management and Administration of the Fund Rules of Business for the Management Committee

The following procedure will be used to administer and manage this fund:

#### 3.1 Administration of the Fund:

- i. The fund shall be managed and administered by a committee called "the Student Welfare Fund Committee consisting of the following:
  - a) Vice Chancellor (Convener)
  - b) All Deans (in absence of Vice Chancellor, the senior most Dean will chair the meeting)
  - c) Two members of the Academic Council nominated by Vice Chancellor
  - d) One member from the Syndicate nominated by the Syndicate
  - e) Provost
  - f) Director Academic & Research
  - g) Director Student Affair (or Head of Student Services Center).
  - h) Register or his nominee
  - i) Director University Advancement & Financial Aid Office.
  - j) Treasure (member cum Secretary)
- ii. The Management Committee shall meet at least once in a semester.
- iii. The Quorum for the meeting of the committee will be one half of total members.
- iv. All nominated members will work for three years.
- v. Each member shall have one vote, if required on any matter. In the event of equality of votes, the Convener shall have a second and casting vote.
- vi. All decisions of the MC shall be authenticated by the signatures of all the present members in a meeting through circulation.
- vii. In every financial year (1<sup>st</sup> July to 30<sup>th</sup> June), the MC shall prepare the budget estimates and budget allocations for various heads/grants and the distribution of various grants/claims.
- viii. In case of urgent necessity the Vice Chancellor may take any action on behalf of the Management Committee. Such action will be reported at the next meeting of the Management Committee.

#### 3.2 Management of the Fund

- i. A separate account will be maintained for the fund
- ii. Fund will be invested by the Investment Committee of the university as per the approved rules and regulations.
- iii. Separate account books shall be maintained and at the closing of each financial year, the accounts shall be prepared and audited.

### 4. Benefits to the Students

The following benefits will be provided to students from this fund:

#### 4.1 Student Insurance scheme

- i. Natural/Accidental death of student Rs. 50,000/-
- ii. In case of permanent disability because of accident— Rs. 40,000/-
- iii. In case of major injuries – Rs. 30,000/-




#### 4.2 Financial assistance and scholarship

Those students who need financial assistance will make an application using the form available in these rules to Dean of the faculty concerned. The management committee will decide to grant financial assistance on basis of the recommendations of the Dean and availability of fund.

- i. Each academic year Five (05) scholarship each Rs. 15,000/- will be awarded to undergraduate students of the university.
- ii. Five (05) scholarships each Rs. 15,000/- per year will be awarded to candidates during the admission process.
- iii. Two (02) scholarship will be awarded at time of admission each year to candidates belong to District Mansehra.
- iv. One (01) Scholarship each will be awarded for Backward area of Torghar District and Kohistan
- v. In case students' parent death during their studies, five (05) scholarship of Rs. 10,000/- each will be awarded.

#### 5 Interpretation

If any question arises relating to the interpretation of these Rules, it shall be referred to the Management Committee interpretation. The decision of the Committee, whatever the case may be; shall be final.

#### 6 Revision of Contribution Rate and Amount of Benefit/Compensation

The Management Committee shall have the power to revise the rate of contribution by the students with the approval of the Syndicate.





# HAZARA UNIVERSITY MANSEHRA

## Students Welfare Fund , Financial Assistance Form (SWF)

Website: [www.hu.edu.pk](http://www.hu.edu.pk) Email:

### SCHOLARSHIP FORM

#### PART -I

1. Name \_\_\_\_\_ F.Name \_\_\_\_\_ Married (Yes/No) \_\_\_\_\_
2. Degree Program \_\_\_\_\_ Department \_\_\_\_\_ Semester \_\_\_\_\_ Roll.NO. \_\_\_\_\_
3. CGPA/GPA \_\_\_\_\_ Contact No. \_\_\_\_\_
4. Father Status (Deceased/Alive) \_\_\_\_\_ Father Age \_\_\_\_\_
5. Guardian Name \_\_\_\_\_ Guardian relation \_\_\_\_\_ Guardian Contact: \_\_\_\_\_
6. Father/Guardian Profession/ Occupation \_\_\_\_\_ Pay Scale \_\_\_\_\_  
Organization Name \_\_\_\_\_ Father/Guardian Income/Salary \_\_\_\_\_
7. Total No. of family members(living with you) \_\_\_\_\_ brothers \_\_\_\_\_ Sisters \_\_\_\_\_
8. No. of family members earning \_\_\_\_\_
9. How many siblings are studying in University Level:

S. No.	Name	Program of Study	University Name	Fee Per Semester
1				
2				
3				
4				
5				
6				

10. Do you have any Scholarship Yes/No \_\_\_\_\_

If yes Name of Scholarship : \_\_\_\_\_

11. Did you apply for any other scholarship: Yes/No \_\_\_\_\_

If yes, Name of Scholarship applied : \_\_\_\_\_

12. How much grant you are requesting through HU Student Welfare Fund: \_\_\_\_\_

13. Reason for the grant: \_\_\_\_\_

14. Applicant Education record:

S. No.	Class	Institute Name	Year	Percentage
1	Master/MS			
2	B.S (H) /Bachelor			
3	H.S.S.C.			
4	S.S.C.			

**PART -II**  
**DECLARATION**

It is hereby declared that the information given above is true and correct to the best of my knowledge and belief:

\_\_\_\_\_

Signature of Student

\_\_\_\_\_

Signature of Father/Guardian

**PART III**  
**RECOMMENDATIONS**

1. The recommendation of HoD (with details, recommendations will not be acceptable):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Rank this student amongst those have applied for grant:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The Recommendation of Dean (with details, recommendations will not be acceptable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





PART IV  
OFFICIAL/DECISION

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**Signatures of the Members.**

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_____	_____	_____

