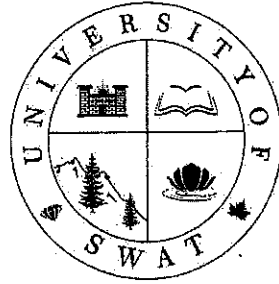


University of Swat
Student Welfare Fund
Rules 2023



University of Swat
uswat.edu.pk

1. Introduction to Student's Welfare Fund

Following its vision, the University of Swat 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 well-being. Welfare fund helps in keeping the motivation of the student high so that when they graduate they continue to support the university. The welfare fund for students includes various benefits. This document frames rules to manage, regulate and coordinate of this welfare fund's activities to sustain this fund on a 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. Contribution from the employees of the university mentioned as per the prescribed amount.
- iii. Donations to the fund may be accepted from individuals, organizations or institutions.
- iv. Profit on investments made out from out of this fund.

1.3 Title

These rules shall be called University of Swat Student Welfare Fund Rules 2022.

1.4 Commencement

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

1.5 Definitions

- 1.5.1 **University:** University means the University of Swat.
- 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 Dean of a Faculty of the University
- 1.5.5 **Chairman / Head:** Chairman/ Head means the Head of a constituent teaching department
- 1.5.6 **Treasurer / Director Finance:** Treasurer / Director Finance means Treasurer/Director Finance of the University
- 1.5.7 **Student:** Student means regular student of the University of Swat.

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.

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) senior most Dean
- c) One member of the Syndicate nominated by the Syndicate.
- d) Provost
- e) Director Admission
- f) Registrar or his nominee
- g) Treasurer
- h) Director University Advancement and Financial Aid Office (Member cum Secretary)

- ii. The 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 Committee shall be authenticated by the signatures of all the present members in a meeting through circulation.
- vii. In every financial year (July 01 to June 30), the committee 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 reposed 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 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 through concern Head of the department. The management committee will decide to grant financial assistance on the basis of the recommendations of the Dean and availability of fund for each year opting any of the following:

- a) 100 percent tuition fee
- b) 50 percent tuition fee
- c) 25 percent tuition fee

5. Interpretation

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



University of Swat

Students Welfare Fund, Financial Assistance Form (SWF)

Web: Uswat.edu.pk

Email: fao@uswat.edu.pk

SCHOLARSHIP FORM (PART -I)

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

S. No	Name	Program of Study	University Name	Fee Per Semester

12. Have you attain any Scholarship Yes/No _____
13. If YES Name of Scholarship: _____
14. Have you apply for any other scholarship: Yes/No _____
15. If yes, Name of Scholarship applied: _____
16. How much grant you are requesting through University of Swat Student Welfare Fund: _____
17. Reason for the grant (attach extra sheet, if required):

18. Applicant Education record:

S. No	Degree	Institution	Year	Percentage
1.	MS / MPhil			
2.	Master			
3.	BS / Bachelor			
4.	HSSC			
5.	SSC			

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. Recommendation of HoD (without detail recommendations the form 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)

Signatures of the Members

_____	_____	_____
_____	_____	_____



Office of the Registrar

(Meetings Section)

University of Swat

Administration Block, Charbagh, Swat,

Ph: (0946) 730504

Email: meetings@uswat.edu.pk

No. UoS/Meetings/51-SYND/2023- 22

Dated: July 05, 2023

NOTIFICATION

Subject: **RENAMING “STUDENT ADVANCEMENT FUNDS ENDOWMENT (SAFE)” AS “STUDENT WELFARE FUND” AND IMPLEMENTATION OF UNIVERSITY OF SWAT STUDENT WELFARE FUND RULES 2023**

It is notified for the information of all concerned that, the Syndicate in its 51st meeting (held on June 10, 2023) vide item No. 14, granted approval for the renaming of “Student Advancement Funds endowment (SAFE)” as **“Student Welfare Fund”**.

Further, the Syndicate has approved the implementation of the **“University of Swat Student welfare fund Rules 2023”**. In addition, the Syndicate nominated Dr. Sanaullah, Chairman Department of Software & Computer Technology as member of the committee specified under clause-3.1(i)(c) of the rules *ibid*.

/
(Imtiaz Ali)
Registrar

(Encl: “University of Swat Student welfare fund Rules 2023”)

Copy for information / necessary action to the:

1. PS to Vice Chancellor
2. PS to Registrar
3. Treasurer
4. Director, University Advancement and Financial Aid
5. Dr. Sanaullah, Chairman Department of Software & Computer Technology
6. Director IT, University of Swat **(w.r.t to upload the same on the University official website for information)**
7. Syndicate File


(Imtiaz Ali)
Registrar