



# MARATHWADA INSTITUTE OF TECHNOLOGY POLYTECHNIC

## CHHATRAPATI SAMBHAJINAGAR

(Approved by AICTE New Delhi, DTE Mumbai & Affiliated to MSBTE Mumbai (MS))

DTE Code: 2224

MSBTE Code: 0066

Ref: MIT/Poly/Acad/Office Order/SC/2024-25/ 1066

Date: 23/08/24

### OFFICE ORDER

## SCHOLARSHIP CELL TO ASSIST STUDENTS FOR ACADEMIC YEAR 2024 – 2025

### Reference:

1. Government Circular of Higher & Technical Education Department Dated 19<sup>th</sup> July 2024. (शासन परिपत्रक क्र. शिष्यवृ-२०२४ प्र. क्र. २०७ तांशि-४ दिनांक १९ जुलै २०२४).
2. DTE/RO/Edu/2024/991 Dated 26<sup>th</sup> July 2024 (पृष्ठांकन क्र. विकास/शिक्षण/२०२४/९९१ दिनांक २६ जुलै २०२४)
3. उशिसं/ शिष्य/-2024-25/ मुमोशी-3853 Dated 09/07/2024

In order to provide structured support to students regarding various scholarship opportunities and effective implementation of Girls Free Education Policy given in the above-mentioned circular reference no1 as well as all types of Central & State Government Scholarships applicable to Polytechnic Diploma students to facilitate the application process to students and as per the above reference letter no 3 , Principal, Marathwada Institute of Technology Polytechnic, Chhatrapati Sambhajinagar is pleased to establish Scholarship Cell in the Institute to resolve the students issues related with all types of Central & State Scholarships.

### Objective of the Scholarship Cell:

1. To disseminate information about various scholarships & financial aid schemes available at the State & Central Government to students.
2. To provide guidance and assistance to students in filling out online scholarship applications forms on the MahaDBT or other scholarship web portal and preparing the necessary documentation. To collect the hard copies of the student's online application with all required documents and complete the verification process of all collected documents and forward the students online application to the concerned department for the further process To handle students' queries, and resolve it immediately also maintain records and database of students availing scholarships and track their progress of approval of scholarship.
3. To liaise with Social Justice & Special Assistance Department authorities to ensure timely processing, approval of student's applications and disbursement of scholarships.
4. To encourage the students to visit Scholarship Cell for any assistance related to scholarship and financial aid.
5. To display contact number of Nodal officer and the member of scholarship cell for students to reach out for resolve their scholarships related queries, issues and if need support.



Gramaudyogik Shikshan Mandal's

**MARATHWADA INSTITUTE OF TECHNOLOGY  
POLYTECHNIC  
CHHATRAPATI SAMBHAJINAGAR**

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**Scholarship Cell:**

Sr. No.	Name of Staff Member	Authority	Designation	Contact No.
1	Mr. Y. D. Divekar	Lecture in Computer Engineering Department	Scholarship Nodal Officer	9673939546
2.	Mr. M. P. Kathar	Office Assistant- Student Section	Member	9850000761
3.	Mr. Syed Ahsanalili Syed Baqur Quraishi	Jr. Clerk- Student Section	Member	9762117066

The Nodal Officer and members of the Scholarship Cell are hereby directed to start work as per the guidelines given in the above-mentioned circulars. The Scholarship cell will strictly follow guidelines, instructions and given by the concerned state and central government scholarship schemes related departments in their earlier and as well as henceforth issued GR ,Letters, Circulars, Notifications and Notices from time to time.

Shri.P.G.Gadhe will take a review of the progress of scholarship work from scholarship cell two times in a week and he will submit the progress of this scholarship work to the undersigned from time to time.



  
(Prof. S. G. Deshmukh)  
Principal  
Principal  
MIT Polytechnic,  
Chhatrapati Sambhajinagar

- Encl: 1. Government Circular of Higher & Technical Education Department Dated 19<sup>th</sup> July 2024. (शासन परिपत्रक क्र. शिष्यवृ-२०२४ प्र. क्र. २०७ तांशि-४ दिनांक १९ जुलै २०२४).
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**Copy to:**

- 1) All HOD's for information and circulation n. a.
- 2) Officer In charge –Academics for information & n. a.
- 3) All Scholarship Cell members for information & n.a.
- 4) Establishment Section /Students Section/Accounts Section for information and n. a.
- 5) Mrs. B. A. Chatterjee - Central Coordinator- Institute Website for uploading on website
- 6) Notice Board for display

**Copy submitted to Honorable Director General, MIT Chhatrapati Sambhajinagar for information please**