

SCHEME OF COACHING FOR SC/ST STUDENTS AND MINORITY COMMUNITY CANDIDATES FOR NATIONAL EDUCATION TESTING (NET)

1. Introduction

Scheduled Caste and Scheduled Tribes have been identified as the most depressed and oppressed groups of Indian society constituting about 15 and 7.5 percent, respectively, of the total Indian population. In order to safeguard their interests in independent democratic India, specific provisions have been made to improve the status of these people socially and educationally so that they can take their rightful place in the mainstream of the society.

According to the 1991 Census, the religious Minorities constitute about 17.4% of the Indian population, of which, Muslims are 11.4%, Christians 2.4%, Sikhs 2%, Buddhists 0.7% and Jains 0.5%. Special efforts are needed to bring persons belonging to these minorities at par with the rest of the society and to enable them to participate fully in the national development activities. Accordingly, this scheme for the students belonging to weaker sections amongst minorities would be applicable on an All-India basis.

Despite all constitutional safeguards and measures initiated by the UGC, the position of reservation for SC/ST and Minority Communities is far below from the expected level in the universities even after 50 years of Independence.

In order to provide an adequate number of qualified SC/ST and Minority Community candidates for recruitment as lecturers in Universities and Colleges, the Commission has decided to introduce a scheme of conducting coaching classes to prepare them for appearing in the National Education Testing (NET) which is an essential qualification for becoming a lecturer in the universities or colleges.

2. Objectives

The main objective of the scheme is to prepare SC/ST and Minority Community candidates for appearing in the National Educational Testing (NET) so that sufficient number of candidates becomes available for selection of Lecturer in the University System.

3. Eligibility

Financial assistance under the scheme is available to such universities, which come within the purview of Section 2(f) and are fit to receive central assistance under Section 12(B) of the UGC Act, 1956. The scheme is open for students belonging to SC/ST or Minority Community from the Institution and surrounding neighborhood area.

4. Nature of Assistance

The coaching classes will be organized in selected universities for which grant on 100% basis will be made available. Efforts will be made to allocate at least one center in each state, which can accept responsibility for NET Coaching and has interested faculty members willing to give time. The classes in the coaching center are to be arranged by arranging teachers on honorarium basis. There is no provision for appointment of staff on a permanent basis in the coaching center.

The details of grant to be provided under the scheme during X Plan will be as under:

A. Non-Recurring	Rs.3.25 lakhs (To be paid in Ist year)
Computer with Printer - (One Set) & Audio Visual aids	Rs.1.25 lakhs
Photocopier Machine - (One)	Rs.1.25 lakhs
Inverter/Generator (one)	Rs.0.25 lakhs
Teaching learning aid/material	Rs.0.50 lakhs
A. Recurring	Rs.5.42 lakhs
Honorarium to Coordinator	Rs. 12,000/- p.a.
Honorarium to – Faculty Members (for Paper I, II & III)	Rs.4,50,000/-p.a.
Part-time LDC having Computer knowledge	Rs.18,000/- p.a.
Part time Peon/ Attendant	Rs.12,000/- p.a.
Contingency	Rs.50,000/- p.a.

Remuneration

Remuneration at the rate of Rs.250/- per hour per subject, or per paper could be paid to the faculty members. However, generally, each faculty member should not teach for more than 2 hours a day.

The faculty member, appointed as a Coordinator, will be paid an honorarium of Rs. 12000/- p.a. in addition to his/her usual salary. He/She should also teach at least 4 hours per month. He/She may be paid an honorarium at the rate of Rs.250 for the teaching done maximum of 8 hours in a week.

5. Organisation of Coaching Classes

- i. **Grouping of Students:** Coaching may be organized by dividing the candidates into various groups, each consisting of not more than 25 candidates in each paper, and each group may be placed under the charge of one faculty member so that the responsibility could be fixed and the

faculty members are in a position to develop rapport with the assigned group and monitor the progress of the students. Each institution is expected to cover a minimum of 100 candidates for each examination to be held in June and December every year to make the coaching classes viable and cost effective.

- ii. **Deployment of Faculty Members:** The University may engage the services of motivated teachers in service and retired faculty members from the university or post-graduate departments of colleges, who volunteer to teach in the concerned subjects or papers. For coaching in Paper II and Papers III, the faculty member should not be less than the level of Senior Lecturer.
- iii. **Co-ordinator :** One of the senior faculty members with high motivation and dedication, may be appointed as Co-ordinator. He/She will be responsible for maintaining co-ordination between different groups faculty members to ensure effective implementation of the coaching programme.
- iv. **Classes and Method of Instructions**
 - i. An advertisement may be issued, subsequent to the publication of the UGC advertisement in the news papers. Applications may be invited and selection of candidates for providing coaching will be done on the basis of a preliminary test.
 - ii. Admission fees will be charged as follows:

NET (Papers-I & II) : Rs.100/- for each paper

Paper -III : Rs.250/-

The above admission fee are nominal and should be charged from the candidates at the beginning of the course as a token of their involvement. However, in case of needy candidates, it may be waived. The fee can be taken in 2 or 3 installments from candidates who cannot pay in a single installment. The fee must be used for various needs of the coaching classes and providing study material to the candidates.

- iii. Coaching classes may be organized at different times such as during working days, or on holidays, or in vacations, depending on the convenience of the candidates as well as faculty members. Vacations may be utilized for admitting candidates from other universities. The timetable of coaching classes should be announced in the beginning of the classes.
- iv. The method of instruction should be through class work, tutorials, work assignments followed by discussion and face to face interactions. Candidates should be encouraged to form study groups to help one

another. Audio-video aids should be used wherever possible. A great deal of voluntary effort should be promoted.

- v. At least 50 clock hours of teaching should be organized for each subject or paper of 100 marks. After every 10 hours of teaching an examination should be conducted.

- v. **Attendance:** The University will be required to maintain attendance registers for all candidates enrolled for the coaching classes as well as subject-wise results of tests, or other evaluation.
- vi. **Infrastructure:** The University will provide adequate furniture, classrooms, library facilities and other necessary infrastructure from its own resources for conducting coaching classes.
- vii. The UGC conducts NET examination in 88 subjects, which cover Arts, Humanities (including languages), Social Sciences, Computer Application and Electric Sciences. In the Science subject CSIR conducts NET Examination on behalf of UGC. NET Examination is conducted twice in a year, i.e. in June and December for Junior Research Fellowship and Eligibility for Lectureship.
- viii. The detailed information regarding the NET examination, about subject, curriculum, model test papers etc. may be obtained from the **Joint Secretary, NET Division, University Grants Commission, South Campus, Benito Juarez Marg, New Delhi-21. Telephone No.011-24675419, Fax :011-2 6889753 or may be accessed on UGC website www.ugc.ac.in.**

6. Procedure for Applying for the Scheme

Universities, which are included in the list of Section 2(f) and 12(B) of the UGC Act, are eligible to receive assistance under the scheme. The proposal may be sent in a prescribed format (Annexure-I) every year by 31st July separately for coaching classes for (i) SC/ST students or (ii) Minority Community Students.

7. Procedure for Approval By the UGC

The proposals received from universities will be scrutinized with the help of an Expert Committee to be constituted for the purpose.

8. Procedure for Release of Grant by UGC

Grant for the first year would be released along with the approval of the proposal and the second installment after the unaudited statement of accounts is submitted. The grant for the second year, and subsequent years, will be released only on receipt of

unaudited statement of expenditure by June 30, and utilisation certificate and report of the work undertaken in the prescribed proforma for the grants already paid by September 30 of the preceding year.

9. Period of Assistance

The scheme is for X plan period only and assistance will be available to the University upto the end of 10th plan. The performance of the programme will be monitored with the help of an Expert Committee. The university is expected to continue the scheme after the Commission's assistance ceases.

10. Monitoring

At the end of each academic year, the Coordinator of the programme will submit, through the Registrar, an appraisal report, indicating the performance of each candidate. The appraisal report should also indicate:

- i. The duration for which the coaching was organized, classes /period, and the number of the candidates who actually participated in the programme.
- ii. The number of candidates who actually appeared in the examination.
- iii. The number of successful candidates in each paper along with the problems faced by the university in the implementation of the scheme.
- iv. The subjects in which they were tutored, the names of the teacher and their subject discipline.
- v. Overall comments of the Coordinator

11. Advisory Committee

The University will constitute an Advisory Committee. The Vice-Chancellor will be the Chairman of the Advisory Committee, besides there will be four other members at the level of Professor at least one each from SC/ST or Minority Community). The Coordinator of the Programme will be the Member Secretary of the Advisory Committee. It is expected that Advisory Committee will meet at least twice a year.



ANNEXURE-I

UNIVERSITY GRANTS COMMISSION

FORMAT FOR PROPOSAL TO START COACHING CENTRE IN UNIVERSITY
FOR PREPARING SC/ST OR MINORITY CANDIDATES FOR NET EXAM

1. Name of the University: _____

2. Address: _____

Tel. No. : _____

Fax No. : _____

E-mail: _____

3. Whether _____ included _____ in _____ the _____ UGC:

_____ List maintained under section
12(B) of the UGC Act.

4. Enrolment of Students during the preceding three years:

	General	SC	ST	Belonging to Minority Community	Total	Male	Female
P.G.							
M.Phil							
Ph.D.							

5. Infrastructure available :
- i) No. and name of the department(s) :
conducting Master's level and
Research Programmes.

 - ii) Subject-wise teaching faculty :
volunteered for teaching in coaching
centre.

 - iii) In case, staff members from within :
the university are not available
for conducting this programme,
whether university teachers for post
graduate departments, experts from
outside the university or retired
faculty members would be easily
available locally for coaching work.

 - iv) Space available for organising
coaching centre
? Office

? Class room

 - v) Whether audio-visual equipment is :
available in the university and can
be spared for the coaching scheme
If so, details.

 - vi) Library facilities available (list of :
journals and magazines subscribed
mention only those which are
relevant to the coaching scheme).

 - vii) Details of coaching classes, if any, :
already being organised indicating
enrolment as on date of application
and year of commencement of
coaching classes.

 - viii) Whether the university proposes to :
merge the coaching classes for any
coaching scheme already in operation
or is the university in a position to
run this scheme independently
ensure whole time undivided

attention to candidates from the SC/
ST/Minority category.

- ix) Proposed membership of the :
Advisory Committee keeping in view
the need for adequate representation
of target groups.
 - x) Any other fact in support of claim of :
the university to establish coaching
center.
6. Results relating to different examination :
for which students were coached.
 7. Will it be feasible to evaluate and :
monitor the scheme on a continuing
basis ? If yes, describe the procedure
proposed to be adopted for the purpose.
 8. Name, qualifications and record of :
contribution to the corporate life of the
university of the person holding the office
Coordinator or the person proposed to be
appointed.
 9. Certified that the necessary accommodation, equipments and human
resources and available in the Institute for running the proposed coaching
programme.

Date

Signature
Registrar



ANNEXURE-II

UNIVERSITY GRANTS COMMISSION

STATEMENT OF EXPENDITURE

SCHEMES OF PREPARING (i) SC/ST AND (ii) MINORITY COMMUNITIES CANDIDATES FOR NATIONAL EDUCATION TESTING (NET)

1. Name of the University :

2. Full address of University :

3. Letter No. & date of UGC's approval No.F. dated
4. Period to which the accounts relates to : ____ to ____
5. Details of actual expenditure incurred :

S.No.	Items	Allocation Approved	Expenditure incurred
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Non-recurring

1. (a) Computer (one) _____
(b) Printer _____
(c) Audio Visual Aids _____
2. Photocopier (One) _____
3. Inverter/Generator (One) _____

Recurring

1. Honorarium to Coordinator _____
2. Honorarium to Faculty _____
Members*
(for Paper-I, Paper-II & Paper-III)

3. Part-time LDC _____

4. Contingency _____

Total : _____

(Rupees _____)

*(Please attach separate sheet indicating details of teachers for Paper-I, Paper-II & Paper-III respectively)

Signature
Govt. Auditor / Chartered Accountant /
Examiner Local Fund Accounts

Signature
Registrar



ANNEXURE-III

UTILISATION CERTIFICATE

Certified that the grant of Rs.....
(Rupees.....)
sanctioned to..... by the University
Grants Commission vide their letter No.....
dated..... for the scheme of preparing SC/ST or Minority
Candidates for NET examination* has been utilized for the purpose for
which it was sanctioned and in accordance with the terms and
conditions as laid down by the Commission.

It is further certified that inventories of permanent or semi-
permanent assets created / acquired wholly or mainly out of the grants
given by the University Grants Commission as indicated above are
being maintained in the prescribed form and are being kept upto date
and these assets have not been disposed of, encumbered or utilized for
any other purpose.

If, as a result of check or audit objection, some irregularity is
noticed at a later stage, action will be taken to refund or regularize the
objected amount.

(*Please submit separate Utilisation Certificate for SC/ST candidates
and Minority Community Candidates.)

Signature :

Signature:

Registrar

Chartered Accountant/Govt. Auditor/
Examiner Local Fund Accounts

(Seal)

(Seal)



ANNEXURE-IV

COACHING FOR SC/ST CANDIDATES FOR NATIONAL EDUCATION TESTING (NET)

ANNUAL PROGRESS REPORT

Name of the University : _____

Scheme approved in the year : _____

UGC Sanction Letter No. and Date _____

Actual date of implementation _____

*For the NET Examination _____ June/December _____

Total No. of Students enrolled for Coaching Classes: _____

Paper/Subject	SC Students	ST Students	Teachers engaged	No. of periods taken	No. of tests held	No. of pages/typed material given to students
Paper-I						
Paper-II						
(Subjects)						
1.						
2.						
3.						
4.						
Paper-III						
(Subject)						
1						
2						
3						
4						

No. of students appeared and qualified in NET Exam after completing coaching classes:

Subject	No. of students appeared		No. of students qualified	
	SC	ST	SC	ST
1				
2				
3				
4				

(*Use separate proforma for each NET Exam during June & December)



ANNEXURE-IV-A

COACHING FOR MINORITY COMMUNITY CANDIDATES FOR NATIONAL EDUCATION TESTING (NET)

ANNUAL PROGRESS REPORT

Name of the University : _____

Scheme approved in the year : _____

UGC Sanction Letter No. and Date _____

Actual date of implementation _____

*For the NET Examination _____ June/December _____

Total No. of Students enrolled for Coaching Classes: _____

Paper/ Subject	Mi nority Community students						Teac hers enga ged	No. of periods taken	No. of tests held	No. of pages/typed material given to students
	M	S	C	B	O	Total				
Paper-I										
Paper-II										
Subjects										
1.										
2.										
3.										
4.										
Paper-III										
Subjects										
1										
2										
3										
4										

No. of students appeared and qualified in NET Exam after completing coaching classes:

Subject	No. of students appeared						No. of students qualified					
	M	S	C	B	O	Total	M	S	C	B	O	Total
1												
2												
3												
4												

M Muslim, S-Sikh, C-Christian, B-Buddhist, O-others