

**EXTRACT OF SCHOLARSHIP, FINANCIAL AID AND TUITION FEE DISCOUNT POLICY OF IUB**  
**(UNDERGRADUATE)**

**A. General Guidelines**

IUB provides Scholarship, Financial Aid and Tuition Waiver to its students with certain conditions to Undergraduate level in all semesters.

- a. Scholarship/discount will be granted only on tuition fees unless specifically mentioned.
- b. If a student qualifies for two Scholarship/Discount, s/he will be eligible to enjoy only one and which carries the higher amount, except Female discount, which will be added up with other discount/waiver/scholarship.
- c. If a student is awarded Scholarship/Discount after he/she has already registered and paid for the current semester, the amount equivalent to the remission of the discount shall be adjusted against the dues of the discount recipients from the next semester.
- d. Scholarship/Tuition Fee Discount/Waivers will be applicable for LFE (Live in Field Experience), Internship and Senior Project. This will also continue with less credit registered if required numbered of courses are not offered.
- e. CGPA for scholarship/financial aid based on result would generally follow the principle of 'Minus one Semester' except IUB Merit Scholarship.
- f. Withdrawal/Add Drop of Courses/Leave of Absence.
  - i. If any Scholarship/Aid recipients withdraws/drops from registered course (s), and his/her credit falls below minimum requirement, the aid/scholarship will discontinue as per the policy of the category. However, if the drop/withdraw is for any severe medical/physical condition, the student needs to apply to the Financial Aid Office through Dept/School. Such student may be allowed to continue with less credit taken in a semester as a special case for one semester only.
  - ii. For Leave of Absence (not more than one semester) students need to apply to the Registrar's Office following IUB Policy. Once approved, such student will continue to be eligible for Financial Aid/Scholarship for the immediate returning semester based on the available semester result.

**B. Categories of Scholarship, Financial Aid & Tuition Fee Discount**

IUB shall offer Merit Scholarship, Financial Aid and Tuition Fee Discount in the following categories as per the percentages mentioned against each:

**a. Merit Scholarship.**

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|--|-----------|
| 1) Based on the Result of Admissions Test. | : 50/100% |
| 2) Result of SSC& HSC/O&A Levels.          | : 50/100% |
| 3) Based on the Semester Result.           | : 30-100% |

**b. Financial Aid.**

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|--|-----------|
| 1) Need Based Financial Aid- NBFA On Entry.          | : 50-100% |
| 2) Need Based Financial Aid- NBFA Returning Students | : 20-100% |
| 3) Children of Freedom Fighters.                     | : 50-100% |

**c. Tuition Fee Discounts.**

- |   |                     |
|---|---------------------|
| 1) Extra-curricular Activities.             | : Up to 100%        |
| 2) Physically Challenged Students           | : Up to 100%        |
| 3) Saima Hall                               | : 100%              |
| 4) Students from Small Tribal Community     | : Up to 100%        |
| 5) Female Students.                         | : 10%               |
| 6) Sibling discount                         | : 50%               |
| 7) IUB Employee & Their Dependents          | : 50-100%           |
| 8) <b>Special Tuition Discount on Entry</b> | : <b>Up to 100%</b> |
| 9) Son/Daughter of IUB Alumni               | : 10 %              |

## a. Merit Scholarship

### 1. Based on the Result of Admissions Test.

- i. **Percentage of Scholarship: 50 or 100%**
- ii. Top 5% of the highest scorers of the selected students in IUB Admissions Test (Test 1 & Test 2 separately) will be given 50/100% Tuition Waiver.
- iii. Students getting scholarship under this category need not apply to the authority, this will be given automatically.
- iv. Students of this category will have to earn minimum **30 Credits** in a cycle of one year according to any of the suggested combinations: (9+9+12), (9+12+9) or (12+9+9), as per his/her convenience. From forth semester onward the student will have to maintain a minimum of 12 credits.

### 2. Based on the Result of SSC& HSC/O&A Levels.

- i. **Percentage of Scholarship: 50 or 100%**
- ii. Students deserving Merit Scholarship based on the result of SSC and HSC; O and A Levels need not apply to the authority. Criteria are as under:

#### Criteria for 100%

- (1) Students who have GPA'5.00 (**excluding 4<sup>th</sup> subject**) in SSC and HSC on a scale of 5.00 will be given 100% Merit Scholarship on admission.
- (2) Students who achieved five 'A' grades in 'O' levels examination, along with one 'A' grades in 'A' Level will be given 100% Merit Scholarship during admission.
- (3) Students receiving '**Higher Secondary Education Board Scholarship**' will receive 100% merit scholarship on entry for one semester. Copy of the Gazette Notification to be submitted to IUB. Reassessment will be done based on table in 2 iii.

#### Criteria for 50%

- (1) Students who have GPA'5.00 (**including 4<sup>th</sup> subject**) in SSC and HSC on a scale of 5.00 will be given 50% Merit Scholarship on admission.
- (2) Students who achieved five 'A' grades in 'O' levels examination, along with two 'B' grades in 'A' Level will be given 50% Merit Scholarship during admission.

- iii. **Reassessment Bar for students receiving** Merit Scholarship on Admission Test and Result of SSC/HSC/O/A Levels:

<b>Reassessment Bar CGPA</b>	<b>For Students Enrolled before Summer 2019</b>	<b>For Students Enrolled from Summer 2019</b>
3.26-3.50	20%	Nil
3.51-3.69	30%	30%
3.70-3.79	50%	50%
3.80-3.84	75%	75%
3.85-4.00	100%	100%

- iv. Students of this category will have to earn minimum **30 Credits** in a cycle of one year according to any of the suggested combinations: (9+9+12), (9+12+9) or (12+9+9), as per his/her convenience. From forth semester onward the student will have to maintain a minimum of 12 credits.

### 3. Based on Semester Result (30-100%).

- i. **Percentage of Scholarship: 30/50/75/100%**
- ii. Based on the first semester result it will be given automatically in second semester provided the student has earned 12 credits. Student must take minimum 12 credits in subsequent semesters also.

iii. Assessment and reassessment bar for Merit Scholarship will be as under:

Assessment & Reassessment Bar CGPA	For Merit Scholarship
3.51-3.69	30%
3.70-3.79	50%
3.80-3.84	75%
3.85-4.00	100%

iv. If student's CGPA falls below 3.51, his/her scholarship will discontinue and may be revived again as and when the CGPA is increased.

## b. Financial Aid

This will include need based financial aid and financial aid for the children of freedom fighters. Need Based Financial Aid (NBFA) will be provided to financially disadvantaged students. The Children of freedom fighters will avail financial aid irrespective of their financial need.

IUB Financial Aid will have the following categories:

1. **NBFA on Entry.** Five (5) students in a semester.

i. **Percentage of Financial Aid: 50-100%**

ii. **Number of Students. Maximum Five (5) students.**

iii. **Applicability.** Qualified in IUB admissions test and fulfil the eligibility criteria, but the financial condition of the family does not adequately support his/her studies unless supported by the University.

iv. **Other Provisions.**

- 1) Students need to apply through the prescribed form.
- 2) Applicable for three (3) semesters. Reassessment will be done after three semesters.
- 3) Students need to apply after selection, with relevant papers as per the date and time announced by the Office of the Financial Aid.
- 4) Maintain a **CGPA of 2.75** to avail the financial aid.

2. **NBFA to Returning Students**

i. **Percentage of Financial Aid: 20-100%**

ii. **Applicability.** Completed **24 credits** and has a CGPA of **minimum 2.75** but due to some unavoidable circumstances, the family income has suddenly fallen below an acceptable level and the student is unable to continue unless supported by the University. Student may apply before completion of second in Semester/24 Credits.

iii. **Other Provisions.**

- 1) Students need to apply through the prescribed form.
- 2) Applicable for two (02) consecutive semesters without any reassessment. After two semesters the student will have to apply again for financial aid.
- 3) Maintain a **CGPA of 2.75**.

### 3. Financial Aid for Children of Freedom Fighters (100%).

i. Up to 100% Financial Aid will be provided to the children of Freedom Fighters. This Financial aid be time to time reviewed as per the government policy circulated to IUB by UGC. **Efforts will be made to get all relevant papers vetted from the respective Govt offices/Ministry as appropriate before awarding the financial aid.**

ii. Documents to be submitted for availing Financial Aid under this category are as under:

- 1) Financial Aid Application Form.
- 2) Application (Addressed to the VC).
- 3) Photo (Two copies of applicant).
- 4) Freedom Fighter's Certificate.
- 5) Birth Certificate of the applicant.
- 6) Online registered copy. (the website address: <http://ff.molwa.gov.bd/ps> )
- 7) Gazette Notification.
- 8) Approval Certificate from local Govt. representative (PM/commissioner/ chairman/ Freedom fighter sector commander/ equivalent).
- 9) Allowance book.
- 10) National ID Card of the Freedom Fighter

iii. Reassessment bar for the Freedom Fighter's category is as under:

CGPA	Percentage
3.25 - 4.00	100%
2.50 - 3.24	50%

### c. Tuition Fee Discounts

#### 1. Extracurricular Activities (Up to 100%).

- i. Up to 100% Tuition discount for outstanding performance in sports, extra and co-curricular activities for recognition at national level.
- ii. Take minimum **9 Credits** in a Semester. In exceptional circumstances, may be allowed to continue with **6 credits** in one semester if recommended by the relevant office/dept/adviser and approved by the Office of the Financial Aid.
- iii. Maintain **CGPA of 2.00** in every semester.
- iv. Furnish all documents/certificates from authentic board/team/office in support of the claim.

#### 2. Physically Challenged Students (Up to 100%).

- i. Physically challenged or student with special physical need may be given up to 100% tuition waiver based on the type and pattern of disability.
- ii. Take 9 credits in a Semester. In exceptional circumstances such student may be allowed to continue with **6 credits** only based on the degree of disability if recommended by the dept/school and approved by the Office of the Financial Aid.
- iii. Maintain **CGPA of 2.00** every semester.
- iv. Student will have to submit requisite papers/certificate/Medical certificates etc in support of the disability.

#### 3. Saima Hall (100%).

- i. Meritorious underprivileged female student from outside Dhaka may be given tuition discount up to 100% on admission to IUB.
- ii. Take minimum **9 Credits** in a Semester and maintain a **CGPA of 2.75** in every semester.
- iii. All the cases of Financial Aid related to Saima hall will be recommended by the committee for administrating Saima Hall.

#### 4. Students from Small Tribal Community (Up to 100%).

- i. Students of disadvantaged or small tribal community may be provided with up to 100% tuition discount.
- ii. Maintain **CGPA of 2.75** and take minimum **09 credits** in a semester.
- iii. Required documents for students of this category:
- iv. Birth certificates/ Citizenship certificate.
- v. Father's national ID card.
- vi. Certificate from the local Upazilla Chairman/UNO.

#### 5. Female Students (10%).

- i. IUB will offer 10% Tuition fees discount for female student on admissions to IUB.
- ii. Awardee has to take minimum **12 Credits** in a Semester and maintain **CGPA of 2.75**.
- iii. If a student qualified for other discount/waiver, 10% female waiver will be given on top of the other waiver/discount i.e. 10% + other waivers.

#### 6. Sibling Discount (50%).

- i. Siblings of the student studying at IUB will receive 50% tuition fees discount. If more than two siblings studying at the same time, the third one will also get 50% discount.
- ii. Discount awardees must maintain a **CGPA of 2.75** and take minimum **12 credits** in a semester at undergraduate level. If any of them studying at graduate program, he/she need to take at least 6 credits in that semester.
- iii. Required documents for siblings' discount:
  - 1) Birth certificates of both the students.
  - 2) Parents national ID card.
  - 3) Any others relevant documents if required.

#### 7. IUB Employees and their Dependents (50/100%).

- i. IUB confirmed employees and their dependent children will enjoy 50% tuition fee discount.
- ii. Employee up to Grade 3 and their dependents may be given 100% waiver to include admissions and activities fee.
- iii. IUB employee must complete his/her probation to avail this discount.
- iv. Discount awardees must maintain a **CGPA of 2.75** in every regular semester to avail the same tuition fees discount with **9 credits**.
- v. Dependent will only include the children and spouse of IUB Employee.

#### 8. Son/Daughter of IUB Alumni (10%)

- i. IUB will offer 10% Tuition fees discount for son/daughters of IUB Alumni on admissions to IUB.
- ii. If the student qualifies for other discount/waiver, this 10% will be given on top of other discounts.
- iii. Maintain a **CGPA of 2.75** and take minimum **12 credits** in a semester.

#### C. Documents Required for Scholarship/Financial Aid/ Tuition Fee Discount

The following documents are required while submitting applications for Scholarship/Financial Aid/Tuition Fee Discount.

- 1) TIN Certificate of financial guarantor.
- 2) Financial guarantor's bank statement.
- 3) Employee should submit Employer's salary certificate from the employer.
- 4) Businessmen will submit a photocopy of the business trade license.
- 5) Latest academic transcript.
- 6) Birth Certificate and Citizenship Certificate from the local authority for indigenous students.
- 7) Certificate/Papers regarding medical conditions if any.

**Notes:**

- i. Depending on the present occupation/job/lifestyle of the Guardian/Financial Guarantor, some of the above documents may not be mandatory, if the purpose/reason for not having those are acceptable to the Financial Aid Office.
- ii. Submission of TIN and Bank Statement of the financial guarantor is mandatory for all applications. In exceptional circumstances, if the relevant papers cannot be made available to IUB, the Financial Guarantor needs to mention the same in the application.

**D. Change of the Policy**

The University reserves the right to revise the policy, information, requirements, regulations or conditions for financial aid at any time. Whenever, changes occur, an effort will be made to notify the same to all concerned.

\* The full document is available at the Financial Aid Office/ Schools.