B.P. PODDAR INSTITUTE OF MANAGEMENT & TECHNOLOGY
Poddar Vihar: 137, V.I.P. Road, Kolkata – 700 052

Ref.No.BPP/Notice/Dy.Reg./1687/2023   04.10.2023

<u>NOTICE</u>

All B.Tech (1st year & 2nd year Lateral), M.Tech (1st year) and MCA (1st year) students are hereby informed that the Swami Vivekananda Merit-cum-Means Scholarship Scheme (SVMCM) portal for submission of both Fresh and Renewal has already been started. Newly admitted students are advised to visit the website: https://svmcm.wbhed.gov.in for information regarding eligibility and application.

The students are further advised to <u>submit the hard copies of the following documents</u> at **Central Library, Room No.303, C-Block between 12.00 p.m. - 4.00 p.m.** for Institute level verification.

Sl. No.	Hard copies of Documents required to be submitted to the Institute	
	Fresh	**Renewal**
1.	Duly signed Hard copy of SVMCM Application	Duly signed Hard copy of SVMCM Application
2.	Admission Receipt (Fee book copy)	Fee paid Receipt of current Semester
3.	Bank Pass book copy (First page)	Bank Pass book copy (First page)
4.	Aadhar Card	Aadhar Card
5.	Last passed Examination Mark Sheet	Last passed Examination Mark Sheets (both the Semesters)
6.	Class X Mark sheet	-
7.	Income Certificate *	-
8.	Domicile Certificate (Aadhaar ID/Voter ID/Ration card// Certificate Issued by concerned authority)	-
9.	Self Declaration letter [#]	Self Declaration letter [#]
10.	Head of Institution letter for Year gap (original)[#]	-

* Income Certificate Issued by Competent Authority like BDO/Jt.BDO in case of Rural areas/Executive Officer for Municipality/Deputy Commissioner of Corporation

 # Self declaration letter addressed to Principal mentioning that the student has not applied for / or received any State / Central / any other scholarships.

 # Year gap students need to submit an application addressed to Principal mentioning the reason for year gap along with the supporting documents (Financial reason : Letter from Gram Panchayat or Counsellor; Medical Reason: Medical Certificate; Preparation for exam: Previous exam Rank card or any other suporting documents).

<u>All hard copies need to be self-attested by the students.</u>

Sd/-
Dr. K. Prabakaran
Dy. Registrar