

**Guidelines for the  
'Free Coaching Scheme for SC and OBC Students'  
Applicable from April 2023-24**

**1. Background**

- a. The empowerment of the weaker sections has been a priority area for the Government since independence. A number of schemes and programmes are being implemented for assisting them so as to enhance their skills and capabilities for ensuring rapid economic development and integration in the national main stream.
- b. A scheme for providing free coaching to students belonging to Scheduled Castes (SCs) was started during the 6th Five Year Plan. Similar schemes were also being implemented to provide free coaching to students belonging to Other Backward Classes (OBCs) and Minorities. With a view to ensure effective implementation and monitoring and to assist the students in a better manner, the separate coaching schemes for SCs, OBCs and Minorities were amalgamated and a combined Scheme, namely, 'Coaching and Allied Assistance for Weaker Sections' including Scheduled Castes, Other Backward Classes and Minorities was introduced with effect from September,2001.
- c. After creation of a separate Ministry to handle matters relating to the Minorities viz the Ministry of Minority Affairs, the Scheme underwent further revision in April 2007 for removing the Minorities component from the ambit of the scheme and to accommodate other changes deemed necessary at that point of time. The last revision of the Scheme came into effect in 2022-23.

**2. Objective**

The objective of the Scheme is to provide coaching of good quality for economically disadvantaged Scheduled Castes (SCs) and Other Backward Classes (OBCs) candidates to enable them appear in competitive examinations for obtaining appropriate jobs in Public/Private Sector and/or for securing admission in reputed technical and professional higher education institutions.

**3. Courses for Coaching**

The courses for which the Coaching will be imparted shall be as follows:

- a. Group A and B examinations conducted by the Union Public Service Commission(UPSC), the Staff Selection Commission (SSC) and the various Railway Recruitment Boards (RRBs);
- b. Group A and B examinations conducted by the State Public Service Commissions;

- c. Officers' Grade examinations conducted by Banks, Insurance Companies and Public Sector Undertakings (PSUs);
- d. Premier Entrance Examinations for admission in (i) Engineering (e.g. IIT-JEE), (ii) Medical (eg. NEET), (iii) Professional courses like Management (e.g. CAT) and Law (e.g. CLAT),and (iv) Any other such disciplines as Ministry may decide from time to time.
- e. Eligibility tests/examinations like SAT, GRE, GMAT, IELTS and TOEFL.
- f. Entrance examination tests for CPL courses/National Defence Academy and Combined Defence Services.

#### **4. Category-wise Ratio of Candidates**

3500 students will be selected under this scheme annually. The percentage of SC students shall not be less than 70%. In case of non- availability of adequate number of candidates in the SC category, the Ministry of Social Justice and Empowerment can relax this ratio. However, in no case, a less than 50% SC students shall be permitted. Also under each category, 30% of the slots shall be reserved for female candidates. In case sufficient numbers of female candidates are not available under any category, male candidates from the same category shall be considered by the Ministry.

#### **5. Eligibility criteria for students**

- a. Only students belonging to SCs and OBCs, having total family income of Rs. 8.00 lakh or less per annum from all sources will be eligible for benefits under the Scheme.
- b. SC/OBC candidates belonging to a Minority community may apply under the similar scheme(s) of Ministry of Minority Affairs, or the State Govts., as the case may be.
- c. The student should have a valid Aadhar number and a bank account seeded therewith, allotted to him/her . At the time of application, if the student does not have Aadhar number, he/ she can submit his/her EID number. However, the payment shall be released only after obtaining the Aadhar Number and shall be disbursed to the Aadhar seeded bank account of the student only.
- d. Income Certificate: Income declaration of self-employed parents/guardian should be in the form of a certificate issued by a Revenue Officer not below the rank of Tehsildar. Employed parents/guardians are required to obtain income certificate from their employer and submit consolidated certificate from Revenue Officer including any other additional source of income.

- e. For the competitive exams for which the qualifying exam is class XII, benefits under the scheme will be available to a candidate only if the candidate has passed class XII or is studying in class XII as on the date of receiving the benefit under the scheme. Student will be required to declare the marks obtained by him/her in class X in the application form. Students having less than 50% marks in their class X exam, shall not be considered under the scheme.
- f. Further, in case of competitive exams for which the qualifying exam is Under Graduate level, only students/candidates having completed the Under Graduate level course or studying in the final year of the Under Graduate course concerned at the time of receiving the benefit under the scheme shall be eligible. Student will be required to declare the marks obtained by him/her in class XII in the application form. Students having less than 50% marks in their class XII exam, shall not be considered under the scheme.
- g. Benefit under the Scheme can be availed by a particular student not more than twice, irrespective of the number of chances he/she may be entitled to take in a particular competitive examination and irrespective of the number of stages in the exam. The student will be required to provide a declaration that he/she has not taken benefit more than twice under the Scheme or any other similar coaching scheme run by the Central or State Government.
- h. The candidate shall be precluded from availing benefit under any other coaching scheme of the Centre or State Government and will be required to provide a declaration to this effect. A list of beneficiaries availing the scheme will also be uploaded on the website of the Ministry and shall be shared with Central Universities/Central Institutes to avoid possibility of the candidate availing benefits of similar coaching scheme simultaneously or more than twice.

## **6. Implementation of the scheme:**

- a. **Implementing Agency** : The Scheme will be implemented by the Ministry with assistance of Dr. Ambedkar Foundation (DAF) through Central Universities empanelled under the Scheme.
- b. **Empanelment of Central Universities** : All Central Universities willing and capable of undertaking coaching for the indicated courses may apply online in suitable format to DAF. DAF shall scrutinize all such applications and based on their fulfilling the criteria fixed by the Ministry, shall put up complete applications for consideration of the Selection Committee. However, the already empanelled Central Universities under Dr. Ambedkar Centre of Excellence (DACE) Scheme of DAF, which have been running the classes in 2022-23, shall not require to apply in this manner. Their MoU can be renewed by the Ministry by incorporating suitable provisions as per amended scheme. The coaching centres run by the Central Universities **shall be called Dr. Ambedkar Centre of Excellence (DACE).**

c. **Selection Committee** : The proposal for empanelment of new Central Universities will be considered by a Selection Committee which shall recommend these institutes for selection based on availability of physical and academic infrastructure and other requirements having bearing on implementation of the scheme. The Central Universities willing to provide coaching will be finally selected by the Ministry based on recommendations of the Selection Committee. The composition of the Selection Committee will be as under :

i.	Joint Secretary, SCD-B , MSJE	-	Chairperson
ii.	Financial Advisor, MSJE	-	Member
iii.	Joint Secretary, DoHE	-	Member
iv.	Director, DAF	-	Member
v.	Director/DS (SCD-1), MSJE	-	Convener

d. **Signing of MoU** : The Central Universities approved for empanelment shall sign MoU with the Ministry indicating, among other things, the slots allocated, courses to be offered with slots per course, fee to be charged per student, duration of the course, date of commencement and conclusion of the course etc.

e. **Seats per Central University** : A maximum of 100 seats per Central University shall be allocated to such empanelled entities. For the purpose of viability, one Central University/Institution shall not have less than a total of 50 students.

f. **Courses per Central University** : Not more than 4 courses indicated in para 3 of these guidelines can be assigned to one Central University. For each course not less than 25 students per course shall be permitted.

g. **Mode of selection of students** : The Central University shall issue suitable advertisements inviting willing and eligible students to apply for the coaching. No offline applications will be entertained by the Central University from the students. Only online applications complete in all respects, shall be considered for assistance. All the incomplete applications will be summarily rejected. However, the rejected candidates will have the option to apply in the subsequent years of selection.

h. **Preparation of merit list** : The empanelled Central Universities/Central Institutions shall shortlist the students to be imparted coaching in the course(s) allocated to the Central Universities fulfilling the eligibility conditions indicated in para 5 of the scheme and also falling in the merit list prepared by the institution after following a procedure established by the concerned institution itself for screening the eligible candidates. Such procedure shall be pre-informed to the Ministry.

i. **Duration of the course** : The duration of the course shall be as per Annexure-A of these guidelines.

**j. Attendance of students** : The Central Universities shall ensure recording of Aadhar based biometric attendance of the students and shall share the same with DAF on a monthly basis with specific mention of the students absenting themselves for more than four days in a month. If any student is absenting himself/herself without acceptable reason like medical or household emergency, his/her candidature for the scholarship shall be cancelled.

**k. Admissible payments** : (i) Course fee @ not exceeding Rs. 75,000 on per student basis as detailed in Annex- A of these guidelines (ii) Stipend @ Rs. 4000 per month for full duration of the course not exceeding 12 months (iii) Rs. 15,000 as incentive to the successful students for coaching for interview for all the students clearing the mains stage of Central Civil Services / State Civil Services Exams for Class 1 and Class 2 posts.

**l. Mode of payment** : All the admissible payments shall be released to the students through DBT in their Aadhar enabled bank accounts. The fee and stipend shall be released in two installments of 50% each of the admissible amount. The first installment shall be released immediately at commencement of course and the second installment will be released after conclusion of more than 75% of the course duration. The students will be required to remit the portion to the institution fee immediately and in any case not exceeding 15 days, to the Central Universities where they are receiving coaching.

**m. Commencement of coaching** : The Central Universities shall commence the coaching for the indicated course from the date indicated in the MoU signed between them and the Ministry. The Central Universities shall allow the eligible students to join the coaching irrespective of the fact that they have received the first installment from the Ministry or not.

**n. Enrollment of other students by the Central Universities** : The Central Universities shall be free to enroll students for coaching beyond the allocated slots. These students may be from SC, OBC, General or any other category and may charge the fee as fixed by the Central Universities and for this, these Central Universities do not need any permission from the Ministry. However, they may intimate the DAF and the Ministry about enrollment of such students for record purpose. The Ministry shall not release any funds for these additional students, if any, enrolled by such Central Universities.

**o. Shifting of students from one Central University to other** : If the number of students enrolled in a particular empanelled Central University is less than 50 at the preliminary examination stage or unsustainable at the mains stage, the students from such entity may be shifted to other entities with the consent of both the entities, and that of the student concerned, with the approval of the Ministry.

**p. Forwarding of proposal for release of funds** : After shortlisting the candidates, the Central University shall forward a list of all the shortlisted candidates with details of their educational, caste, income, merit and bank related credentials to this Ministry through DAF. Similarly, once 75% of the prescribed duration of the course is completed, the Central Universities/Central Institutions shall forward the details of all such students to DAF who have been attending the classes regularly, with details of monthly attendance sheet and shall forward the proposal for release of second installment of balance fund. These proposals shall be considered in the Ministry for release of funds in the account of eligible students through DBT. The release of second installment of second and third year shall depend upon successful fulfillment of performance criteria by the Central University concerned, in the previous year, as prescribed in para 6(t) and Annexure-B of these guidelines.

**q. Responsibility of Central Universities about eligibility of students** : While forwarding the proposal for release of funds for first and second installments, the Central Universities shall check the credentials relating to educational, caste, income etc. of the students coached by them from the originals of such documents and certify that they are satisfied that these students are genuine and eligible students. If at any stage it is found out that any or all of such students were not eligible on account of education, caste, annual family income etc., the Central University coaching such student shall be solely responsible. No fee/stipend shall be released in respect of such students and further if any payment has previously released to such students before coming into knowledge of their ineligibility for availing benefits under the scheme, the amount shall be claimed from the institution concerned with penalty, if any, decided by the Ministry.

**r. Performance appraisal** : At the time of seeking release of second installment in the second year, the Central University shall require to forward the performance of the students coached by it during the preceding year clearly indicating whether the institution has fulfilled the performance criteria fixed as prescribed in Annex-B of these guidelines.

**s. Renewal of MoU** : The signed MoU shall be applicable for a period of three years from the date of its signing. The empanelment can be renewed for a further period subject to fulfillment of performance criteria, willingness of the Central University and other material factor(s) at the time of renewal of MoU.

## **7. Establishment of an Online Learning Management System :**

DAF shall ensure to establish an Online Learning Management System for the purpose of knowledge sharing as well as coordination among different Central Universities. Such Management System shall also be utilised for verification of the faculty engaged, students enrolled, attendance, classes, mock tests, study material, uploading of

proposals etc. by the Central Universities. Further, this management system will be utilised for uploading offline and online recorded lectures of the faculty members for utilisation by other beneficiaries of the scheme enrolled in other Central Universities through the mechanism of login and password. The expenditure to establish the system may be borne from the 2% administrative changes available in the scheme.

#### **8. Performance, Monitoring and Coordination of the Scheme:**

The Ministry shall monitor the implementation of the scheme in association with DAF by keeping a regular watch and obtaining periodic reports from the Central Universities. A physical verification of at least 25% of the students / central universities chosen randomly through an algorithm shall be done annually by the Ministry in association with DAF. The Ministry in association with DAF shall prepare an Online Learning Management System for the purpose monitoring and coordination of the scheme.

#### **9. Administrative expenses :**

2% of the funds available under the scheme shall be allocated as administrative expenses and shall be used for creation of the learning management system, publicity and awareness generation or any other activity required to run the scheme efficiently.

#### **10. Furnishing of False Information**

If any institution/candidate is reported to have furnished any false information/document having material bearing on the release of funds under the scheme which is established as false, he/she/it will be liable for administrative and /or criminal proceedings and action will be initiated for recovery of the amount released, with 15% compound interest thereon.

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## Annexure-A

### Maximum Fee and Minimum Duration under the Free Coaching Scheme for SC and OBC students

S. No.	Course	Maximum Total Course Fee in Rupees	Minimum and *maximum duration of course in months
1.	Civil Services Exam by UPSC/SPSCs	Rs. 75,000/-	12 months
2.	SSC/RRB	40,000	6 months - 9 months
3.	Banking/Insurance/ PSU/CLAT	50,000	6 months - 9 months
4.	JEE/NEET	75,000	9months - 12 months
5.	IES	75,000	9months - 12 months
6.	CAT /CMAT	50,000	6months - 9 months
7.	GRE/GMAT/SAT/ IELTS/TOFEL	35,000	3 months - 6 months
8.	CA-CPT/GATE	75,000	9months - 12 months
9.	CPL Courses	30,000	6 months - 9 months
10.	NDA/CDS	20,000	3 months - 4 months

\*A minimum physical coaching of 16 hours per week will be mandatory for all the above courses. Further, stipend shall be paid for the actual months of coaching or for the maximum prescribed duration, whichever is less, even if the concerned Central University has imparted coaching for a period beyond the maximum duration prescribed.



**Criteria for Review of Performance of the Empanelled Institutions for Release of Funds and Renewal of Empanelment Under Free Coaching Scheme**

Sl. No.	Competitive Exam	Success parameters	Criteria for release of 2nd installment of funds and renewal for Empanelment
			Success rate as per cent of batch size
1.	Central Civil Services and State Civil Services	Success in Prelims/Mains/final selection in any Central or State Civil Services	4%
2.	SSC/RRB/Banking/IES/Insurance /PSU	Final selection or even call for interview shall be considered for assessing success	16%
3.	JEE	Passing of Mains/final selection in B.Tech/BE course in case of JEE in any Engineering college with at least half of them crossing the final cut off marks at which SC students were selected in that year in any Govt. college.	20%
4.	GATE	Passing the test with required cut off to secure admission in Post Graduate course in any Govt college and/ or secure employment in any PSU of the Central or State Government through the exam	10 %
5.	NEET	Admission in any Medical college in MBBS/BDS/B.Pharma course with at least half of them crossing the final cut off marks at which SC students were selected in that year in any Govt. college.	14%
6.	CAT/CLAT	Getting call for GD and interview from any Govt. College for PGDM/MBA/L.L.B	20%. At least 2% should be in Govt. college
7.	CACPT	Passing the test to secure admission in the CA course	At least 30% of the students imparted training should pass the test to join the course.
8.	GRE/GMAT/SAT/TOEFL	Scoring of at least 65 %of the total maximum marks for the exam	10%
9.	NDA/CDS/CPL	Getting call for interview for these courses	10%