

Free Coaching and Allied Scheme
Check List for 2017-18 and 2018-19 2nd installment

- (i) Mid-Term Inspection Report (if not submitted earlier)
- (ii) List of students coached in prescribed format -IV duly verified by the Inspecting Authority.(Proforma enclosed)
- (iii) Utilization Certificate in the prescribed proforma with sanction No. and date.
- (iv) Audited Statement of Accounts i.e. Income and Expenditure Accounts, Receipt and Payment Accounts and Balance Sheet for the programme alongwith Auditors Report
- (v) Undertaking to the effect that it has paid the sanctioned amount of stipend to the students through PFMS portal alongwith printout from PFMS having details of payments.
- (vi) Proof of payment of stipend through PFMS
- (vii) Summary of Outcome (Result/Success rate) (proforma enclosed) alongwith documentary proof (Rank Cards, Admission slip, printout of results etc).
- (viii) An undertaking that the institute has maintained the attendance of the students through Bio-metric and the attendance of all the students was more than 80%.
- (ix) Printout of Biometric attendance of the students.
- (x) Some photos related to coaching programme during the coaching period.
- (xi) An Undertaking stating that "it is certified that an undertaking from the students indicating that they have not taken benefit earlier under this scheme or any other similar scheme funded by the Government have been obtained from all students coached".
- (xii) Undertaking regarding keeping of DVR of the Coaching classes.