

**Guidelines**  
**for**  
**Scheme of Equal Opportunity Cell for Universities**  
**XII Plan (2012-2017)**



**University Grants Commission**

**Bahadurshah Zafar Marg**

**New Delhi – 110 002**

**UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)**

## **Equal Opportunity Cell for Universities**

Emphasis to the deprived groups for learning and creating space for them to mainstream themselves will be the job of Equal Opportunity Cell which will run specific scheme of coaching for Scheduled Castes, Scheduled Tribes, OBC (non-creamy layer), Minorities in order to enhance the employability and success. One time grant of Rs.2.00 lakhs for establishing office of Equal Opportunity Cell may be provided under the scheme.

**UNIVERSITY GRANTS COMMISSION  
New Delhi**

PRESCRIBED FORMAT FOR GETTING FINANCIAL ASSISTANCE FOR EQUAL OPPORTUNITY CELL OF UNIVERSITIES DURING XII PLAN PERIOD.

1. Name of the University : .....
2. Address of the University : .....  
Phone No. ....Fax No. ....E-Mail .....
3. Name of the University its Affiliated to : .....
4. Whether falls under Section 2(f) and 12(B) of the UGC Act : .....
5. Whether the University is Located under SC/ST/Minority concentrated District.
6. Whether receiving Non-plan/  
Plan Grant from UGC/State Govt. : .....  
(please indicate)
7. Bank Details :

<b>1.</b>	<b>Name of Account Holder With Complete Contact Address, Telephone Number and Email.</b>	
<b>2.</b>	Bank Name	
<b>3.</b>	<b>Branch Name With Complete Address, Telephone Number And Email</b>	
<b>4.</b>	<b>Whether The Branch is Computerised?</b>	
<b>5.</b>	<b>Whether the Branch is RTGS Enabled? If Yes, Then What is the Branch's IFSC Code</b>	
<b>6.</b>	<b>Whether the Branch Also NEFT Enabled?</b>	
<b>7.</b>	<b>Type of Bank Account (SB/Current/Cash Credit)</b>	
<b>8.</b>	<b>Complete Bank Account Number (Latest)</b>	
<b>9.</b>	<b>MICR Code of Bank</b>	

8. Need and justification of the proposal  
(Please attach separate sheet giving full justification)

Signature:

**Registrar  
With Seal**

## Statement of Expenditure

Proforma for statement of expenditure incurred under the scheme of introduction of Equal Opportunity Cell in Universities.

1. Name of the University \_\_\_\_\_
2. Number and dated UGC approval: No. F. \_\_\_\_\_ dated \_\_\_\_\_
3. Period to which the accounts related: w.e.f \_\_\_\_\_ to \_\_\_\_\_
4. Details of actual expenditure incurred.

Items	Allocation Approved	Expenditure Incurred
1. Honorarium to the advisor.		
2. Organizing Meetings.		
3. Contingency.		
4. Organize a short term course.		

Signature:

Signature:

**Registrar  
With Seal**

**Govt. Auditor/ Chartered Accountant  
With Seal**

**UTILIZATION CERTIFICATE**

Certified that the grant of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) Sanctioned  
to \_\_\_\_\_

by University Grants Commission vide its letter  
No. \_\_\_\_\_ dated \_\_\_\_\_ towards

\_\_\_\_\_ 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. The university has also  
utilized the amount of Rs. \_\_\_\_\_

as interest earned on the University Grants Commission grant.

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.

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_ Signature:  
\_\_\_\_\_

Registrar/Principal (Finance Officer) Chartered Accountant/Govt.  
Auditor

(Seal) \_\_\_\_\_ (Seal) \_\_\_\_\_ (Seal) \_\_\_\_\_