

# Frequently Asked Questions about the Postgraduate Scholarships





# Index

# Eligibility

- 1. How do I know if I am eligible to apply?
- 2. Which are the eligible institutes?
- 3. Which are the eligible degree programmes?
- 4. Are students who are pursuing Postgraduate degree programmes outside India, eligible to apply for the Reliance Foundation Postgraduate Scholarships?
- 5. I failed the eligibility questionnaire but I believe I am eligible. What can I do?
- 6. What type of students are you looking for?
- 7. Can I apply for the scholarships more than once?
- 8. Do I need to have been accepted into a degree programme before I apply for the Reliance Foundation Postgraduate scholarship?
- 9. I am a second year PG student in an eligible institution, can I apply to the Reliance Foundation Postgraduate Scholarships?
- 10. Can married students apply?
- 11. Can an OCI or Non-resident Indian (NRI) student apply for the Reliance Foundation Postgraduate Scholarships even if he/she is enrolled in an eligible degree programme, with eligible scores?
- 12. Am I allowed to accept scholarships or awards in conjunction with a Reliance Foundation Postgraduate Scholarship?
- 13. I previously received a Reliance Foundation Scholarship, can I apply for another one?
- 14. How do I normalise my score from undergraduate percentage to undergraduate CGPA?
- 15. I did not receive an activation or invitation email or a password to start the application. How can I retrieve it, and log in?
- 16. I have successfully submitted the eligibility questionnaire, yet haven't received the invitation email and OTP number on my registered mobile.
- 17. I am pursuing Computer Sciences/ Artificial Intelligence/ Mathematics and Computing/ Electrical & Electronics/ Mechanical Engineering/Chemical Engineering / Renewable & New Energy, Material Science and Engineering/ Life Sciences as part of my degree programme but it's not part of the eligible



programmes list. Am I eligible to apply for the Reliance Foundation Postgraduate scholarships?

- 18. Can I apply for a scholarship using a deferred university offer?
- 19. If someone has not taken the GATE, will it affect their application process?
- 20. Can a student apply for the scholarship if they have not taken the GATE exam?
- 21. Is there a family income barrier for the Scholarship?

#### **Timings and Deadlines**

- 1. When is the deadline to submit my application?
- 2. When is the deadline to submit my reference letters?
- 3. Can I have an extension to my application?
- 4. When will my application be considered complete?

#### Application

- 1. Which email ID should I use (personal email id/institute email id) for my application?
- 2. How long will it take me to complete the application?
- 3. What type of work experiences are accepted?
- 4. What type of Community/Service Work are accepted?
- 5. What if my work experience is not related to the degree programme I want to study?
- 6. I did not receive an activation or invitation email or a password to start the application. How can I retrieve it, and log in?
- 7. Can I use multiple email IDs to fill in the pre-eligibility form more than once?
- 8. My internet browser crashes when I try to use the Scholarship application platform. What do I do? Can I submit a paper copy?
- 9. How is the application scored and who scores it?
- 10. When will I be notified about the status of my application?
- 11. How do I know that my application has been received?
- 12. How do I know if my application is complete?
- 13. What if I made a mistake in my application form?
- 14. Is there a word limit for the essays?



- 15. How are the Reliance Foundation Postgraduate scholars selected?
- 16. Could you throw some light on the overall selection process?
- 17. Can we fill the forms and save them partly and complete them gradually or do we need to fill everything in one go?
- 18. What happens next, once I have submitted the application form?

#### Aptitude Test

- 1. What is the scholarship aptitude test?
- 2. How do I sign up for the aptitude test?
- 3. Can I change the date / time of my aptitude test?
- 4. What is the format and content of the aptitude test?
- 5. Structure and Marking scheme of the aptitude test?
- 6. Do I have to pay a fee to take the aptitude test?
- 7. Will applicants get a chance to attempt a practice aptitude test, before taking the final test?
- 8. Are there any special arrangements for students with disabilities taking the aptitude test?
- 9. When do I have to attempt the aptitude test?
- 10. What will happen if I do not attempt the aptitude test?
- 11. How will my aptitude test scores be used?
- 12. What will happen if my computer shuts down due to power failure/internet disruption while attempting the aptitude test?

#### **Supporting Documents**

- 1. What are the mandatory supporting documents for the Reliance Foundation Postgraduate Scholarship?
- 2. What documents can we provide as proof of enrolment?
- 3. Can I apply if I don't have a valid passport?
- 4. When do I have to upload all my supporting documents?
- 5. What supporting documents should I provide for other Scholarships or stipends I have received (e.g. the GATE Scholarship/ Stipend)?
- 6. Do I need to submit proof of work experience, extra-curricular, and community work activities?



### **Reference** Letters

- 1. How do I submit reference letters in support of my application?
- 2. What is an academic reference/ letter?
- 3. What is a character reference/letter?
- 4. Who should my reference letters be addressed to?
- 5. My referees are not competent in the English language. Can they submit the reference in their native language?
- 6. Can I change the references listed in my application?
- 7. Do my reference letters need to be written on official letterhead?
- 8. What should be included in my reference letters?
- 9. Can I write the reference on behalf of my referee if they don't have time to do it?
- 10. Who should write the reference letters?
- 11. Who can write my academic reference letter? Who can write my character reference letter?
- 12. What if my Referee has changed colleges since my graduation? Or if my referee has retired and is no longer working in my school? Can I still ask him to refer me?

#### Interviews

- 1. What questions will be asked during the interview?
- 2. How will the interview be conducted?
- 3. What will be the duration of the interviews?
- 4. How will the interview be assessed?
- 5. Who will be on the interview panel?
- 6. Do I need to have any documents with me for the interview?
- 7. Will the interview be conducted in English?
- 8. Do I have to prepare a presentation for the interview?
- 9. Will there be any technical questions asked in the interview?
- 10. When will the interviews be conducted (tentative Month)?



# Frequently Asked Questions about the Postgraduate Scholarships

### Scholarship Benefits

- 1. What are the non- financial benefits that I will get with the Reliance Foundation Postgraduate Scholarships?
- 2. If accepted, will I need to pay to be part of the Alumni network?
- 3. What is the scholarship amount?

#### Funding

- 1. What costs do the Reliance Foundation Postgraduate Scholarships cover?
- 2. Can I work whilst studying?
- 3. What if I have paid a deposit to secure my place in the university I am attending? Can I get that reimbursed if I receive the scholarship?
- 4. How are the Reliance Foundation Postgraduate Scholarships paid?

#### **Further Questions**

- 1. What is required of selected Reliance Foundation Postgraduate Scholar to maintain year-on-year eligibility?
- 2. When will the Reliance Foundation Postgraduate Scholarships be awarded?
- 3. Are the Reliance Foundation Postgraduate Scholarships renewable?
- 4. My question can't be answered here. How can I get help?
- 5. What is expected of me if I get selected for the Reliance Foundation Postgraduate Scholarships?
- 6. How will the scholarship funds be given to students doing 3-year research degree programmes?

#### Appendix

- 1. Eligible Degree Programme Types
- 2. Eligible Degree Programme Subjects



### Eligibility

1. How do I know I am eligible to apply?

Students must fulfil the following eligibility criteria in order to apply:

- 1. Be a resident Indian citizen
- Currently enrolled full-time in an eligible postgraduate degree and programme (subjects that fall within the fields of Artificial Intelligence/ Computer Sciences/ Mathematics & Computing/ Electrical and/or Electronics Engineering/ Mechanical Engineering/ Chemical Engineering/ Renewable & New Energy/ Material Science and Engineering/ Life Sciences)
- 3. Fulfil the following academic criteria
  - 1. Students who secured a score of 550- 1,000 in the GATE 2022 Examination

OR

2. Students who have not attempted GATE and have scored 7.5 or above in their Undergraduate CGPA (or % normalised to CGPA)

Note: In case you have a GATE score < 550 but UG CGPA of 7.5+, you are not eligible to apply for the scholarship.

# 2. Which are the eligible institutes?

Students from all institutes in India are eligible to apply, subject to meeting the Scholarship's eligibility criteria.

# 3. Which are the eligible degree programmes?

Please see the Appendix for the full list of eligible degree types and programme subjects within the fields of Artificial Intelligence, Computer Sciences, Mathematics & Computing, Electrical and/or Electronics Engineering, Mechanical Engineering, Chemical Engineering, Renewable & New Energy, Material Science and Engineering, Life Sciences.

If your degree programme is not on the list, but you think it may qualify under the eligible subject areas for the scholarship: Computer Sciences / Artificial Intelligence / Mathematics & Computing /



Electrical & Electronics Engineering/ Mechanical Engineering/Chemical Engineering/Renewable & New Energy/ Material Science and Engineering/ Life Sciences) please email us at RF.PGScholarships@ reliancefoundation.org and we will get back to you confirming if your programme is eligible or not. To check and confirm your eligibility, please complete the eligibility questionnaire in our website:www. scholarships.reliancefoundation.org

4. Are students who are pursuing Postgraduate degree programmes outside India, eligible to apply for the Reliance Foundation Postgraduate Scholarships?

No. Students pursuing postgraduate degree programmes outside India are not eligible to apply.

5. I failed the eligibility questionnaire but I believe I am eligible. What can I do?

You must fulfil the eligibility criteria in order to pass the eligibility questionnaire and be able to apply. There are no exceptions for passing the eligibility questionnaire.

#### 6. What type of students are you looking for?

The Reliance Foundation Postgraduate Scholarships aim to enable and propel India's future leaders who can think big, think green, think digital for the benefit of society.

We are looking for candidates who are able to demonstrate excellence (academic and non-academic), leadership potential, integrity, community commitment, growth mind-set, and courage.

Through the Reliance Foundation Postgraduate Scholarships, Reliance Foundation will select 100 students in the fields of Artificial Intelligence, Computer Sciences, Mathematics & Computing, Electrical and/or Electronics Engineering, Chemical Engineering, Mechanical Engineering and Renewable and New Energy, Material Science and Engineering & Life Sciences on the basis of merit through a rigorous selection process.

#### 7. Can I apply for the scholarships more than once?

No, you cannot apply for the scholarships more than once.



8. Do I need to have been accepted into a degree programme before I apply for the Reliance Foundation Postgraduate Scholarships?

Yes, you need to be enrolled - in one of the enlisted eligible degree programmes, to apply for the scholarship.

9. I am a second year PG student pursuing an eligible degree, can I apply to the Reliance Foundation Postgraduate scholarships?

No, students have to be in their first year of their degree to apply for the scholarship.

### 10. Can married students apply?

Yes, married students can apply if they fulfil the eligibility criteria.

- 11. Can an OCI or Non-resident Indian (NRI) student apply for the Reliance Foundation Postgraduate Scholarships even if he/she is enrolled in an eligible degree programme, with eligible scores? No, the scholarship program is only open to Indian citizens currently residing in India (resident Indians).
- 12. Am I allowed to accept scholarships or awards in conjunction with a Reliance Foundation Postgraduate Scholarship?

Students will be required to provide details of any financial benefits from other sources. The Scholarship Program policy will permit stipends from other sources of up to a maximum of Rs 15,000 per month during the scholarship period.

# 13. I previously received a Reliance Foundation Scholarship, can I apply for another one?

Yes, you can apply for this scholarship if you have received a Reliance Foundation Scholarship before.

#### 14. How do I normalise my score from undergraduate percentage to undergraduate CGPA?

Please use the conversion formula: undergraduate CGPA = undergraduate percentage of marks (%) divided by 9.5. (UG CPGA = UG % / 9.5).



# 15. I did not receive an activation or invitation email or a password to start the application. How can I retrieve it and log in?

You need to fill out the eligibility questionnaire on our website: www.scholarships. reliancefoundation. org. Once you verify that you fulfil the eligibility criteria and pass the questionnaire, an email will be triggered to you, with a link to the application portal and a onetime-password to begin, complete and submit your application.

# 16.I have successfully submitted the eligibility questionnaire, yet haven't received the invitation email and OTP number on my registered mobile.

If you successfully filled the questionnaire, yet did not receive the invitation email with your login credentials and OTP, please check your email spam box, in case the invitation email and OTP landed there. Alternatively, we request that you try once more using a different email ID. If you are still encountering the same issue, please email us to <u>RF.PGScholarships@reliancefoundation.org</u> with your name, email id entered, name of the institute you are enrolled in, and the scholarship you applied for, and we will get back to you.

17.I am pursuing Computer Sciences/ Artificial Intelligence/ Mathematics and Computing/ Electrical & Electronics/Mechanical Engineering/Chemical Engineering/ Renewable & New Energy/ Material Science and Engineering/ Life Sciences as part of my degree programme but it's not part of the eligible programmes list. Am I eligible to apply for the Reliance Foundation Postgraduate scholarships?

Your main degree programme must be in the field of Computer Sciences and / or Artificial Intelligence, Mathematics & Computing, Electrical and/or Electronics Engineering/Mechanical Engineering/ Chemical Engineering/Energy Engineering/ Material Science and Engineering/ Life Sciences.

If your degree programme is not on the but you think it may qualify under the eligible subject areas for the scholarship: Computer Sciences / Artificial Intelligence / Mathematics & Computing / Electrical & Electronics Engineering//Mechanical Engineering/Chemical Engineering/ Renewable Energy/ Material Science and Engineering/ Life Sciences, please email us at RF.PGScholarships@



reliancefoundation.org and we will get back to you confirming if your programme is eligible or not. Please fill out the eligibility questionnaire in our website to check whether you are eligible: www. scholarships.reliancefoundation.org

### 18. Can I apply for a Reliance Foundation Postgraduate Scholarship using a deferred university offer?

No, only students currently enrolled in the first year of an eligible postgraduate degree programme can apply.

# 19. If someone has not taken the GATE, will it affect their application process?

No, those who have not taken the GATE can apply using their undergraduate CGPA score. Students who have not taken the GATE examination need a score of 7.5 or above in their Undergraduate CGPA to apply (or Undergraduate % normalised to CGPA). Please use the conversion formula: CGPA = % of marks / 9.5.

# 20. Can a student apply for the Reliance Foundation Postgraduate Scholarships if they have not taken the GATE exam?

Yes, Students who have not taken the GATE exam can apply with their Undergraduate CGPA scores (7.5 or above). Please use the conversion formula: CGPA = % of marks / 9.5 to arrive at your CGPA scores.

#### 21. Is there a family income barrier for the Reliance Foundation Postgraduate Scholarship?

There is no family income barrier for the scholarship. All students who meet the eligibility criteria on our website and pass the eligibility questionnaire will be invited to apply.

#### **Timings and Deadlines**

# 1. When is the deadline to submit my application?

The deadline for all applications is 11.59pm IST on Sunday the  $17^{th}$  December 2023.



#### 2. When is the deadline to submit my reference letters?

The deadline for referees to submit their references online is one week after the application deadline, 11.59pm IST on Sunday, the **24**<sup>th</sup> **December 2023**.

### 3. Can I have an extension to my application?

No, we will not grant any exceptions to the scholarship application deadline.

### 4. When will my application be considered complete?

Completeness of application consists of submitting the application form and completing the aptitude test on the date and time slot assigned by the system.

#### Application

1. Which email ID should I use (personal email ID/institute email ID) to create my application? We request all applicants to use their personal email IDs for creation of login credentials, as firewalls may be enabled on your institute/ official email id, which may prevent authentication and other emails regarding the application process, from reaching you.

# 2. How long will it take me to complete the application?

We estimate that the main application form will take a couple of hours to fill. We request you to kindly read the Guidelines to Applicants and FAQs before starting your application, and prepare all your supporting documents needed for submission. In addition, you are required to submit 2 reference letters as part of your application. We recommend that you give your referees at least 2 weeks to write and submit your letters, so it is important you start the process early. You will also need to submit two short essays as part of the application, which we expect will be carefully thought through and comprehensive in scope.

The application form provides you with an option to save and continue at a later stage, so you will not have to complete the application in one go.



# 3. What type of work experiences are accepted?

The types of work experience accepted include full time employment, part time employment, voluntary work, and paid or unpaid internships. Work experience can be completed before, during, or after graduating from your undergraduate studies

# 4. What type of Community/Service Work are accepted?

Community/service work with a NGO/ grassroots organisation as a part of your school or college volunteering group/ National Service Scheme and other such contributions to the community will be accepted.

# 5. What if my work experience is not related to the degree programme I want to study?

We accept work experience from any field. Similarly, we accept and value any meaningful community and service work and contribution. If your postgraduate degree programme choices are not related to your work experience or social work, you may want to explain why you are seeking to make a career change in your essays. Explore the transferrable skills you have gained, and how they will help you in your studies and with your future career goals.

# 6. I did not receive an activation or invitation email or a password to start the application. How can I retrieve it and log in?

You need to fill out the eligibility questions on our scholarships website. Once you verify that you fulfil the eligibility criteria and pass the questionnaire, an email will be triggered to you with a link to the application portal and a onetime-password to begin, complete and submit your application.

# 7. Can I use multiple email IDs to fill in the pre-eligibility form more than once?

You are requested to use only one email id (personal email) to fill in the pre-eligibility form. Creating multiple credentials is strictly not allowed.

# 8. My internet browser crashes when I try to use the Scholarship application platform. What do I do? Can I submit a paper copy?

All applications need to be submitted through the online application portal. Please ensure that you



submit your application in advance to avoid last minute complications. The site will be best viewed in the latest version of Google Chrome which supports Windows, Mac and Linux platforms.

#### 9. How is the application scored and who scores it?

A panel of external experts will be scoring the applications on the basis of the scholarship criteria and values. The expert panel will be made up of a combination of academic and professional individuals with a breadth of experience both in the technical fields and with soft-skill and leadership evaluations. The scoring and evaluation process will be highly robust and will adhere to the highest standards of neutrality and fairness. Please note that we use a plagiarism software to help us detect academic dishonesty and ensure originality and authorship of applications.

### 10. When will I be notified about the status of my application?

We will inform all candidates of the final decisions by March 2023.

#### 11. How do I know that my application has been received?

You will receive an automated confirmation email once you submit your application.

Once you submit your application, you will get a pop up message on the screen with your unique application number. You will also be able to download the scholarship application form in zip file format for your reference.

# 12. How do I know if my application is complete?

Before you submit your application, you will be able to verify that all the mandatory documents have been uploaded and that all the mandatory fields have been completed. The platform will point out any missing or incomplete fields, highlighted in red.

You can also go to the "My Application" tab, click the download arrow, and download your application in PDF format, which you can then check before submitting.



### 13. What if I made a mistake in my application form?

If you have made a mistake, unfortunately you cannot resubmit your application.

#### 14. Is there a word limit for the essays?

There is a character limit of 4,000 characters for each essay.

#### 15. How are the Reliance Foundation Postgraduate Scholars selected?

The Reliance Foundation Scholarships will identify and select the best and brightest students in India through a rigorous and competitive selection process. We welcome applicants from all socio-economic backgrounds and scholarships will be granted on the basis of merit. Additional consideration may also be given to applicants from underprivileged sections of society and students with disabilities.

#### 16. Could you throw some light on the overall selection process?

The selection will be a two-step process, with each step being an elimination round:

- Step 1: Screening and shortlisting of applications along with document verification
- Step 2: Virtual interview of shortlisted candidates

# 17. Can we fill the forms and save them partly and complete them gradually or do we need to fill everything in one go?

Yes, you can fill the application form in parts. However, you will need to save your application every time to ensure that your inputs are not lost.

#### 18. What happens next once I have submitted the application form?

Once you have submitted the application form, you will receive a confirmation email informing you that we have received your application, including the date/time of your exam and instructions on performing a system compatibility check. Please note that you receive an email with the final exam unique link and a unique link to perform a practice test (optional but recommended) one week before the final test. Your application will be considered complete only when you have complete the final aptitude test.



# Frequently Asked Questions about the Postgraduate Scholarships

### Aptitude Test

#### 1. What is the scholarship aptitude test?

All applicants are required to complete an online aptitude test as part of their application.

The aptitude test will be a proctored, multiple-choice exam (non-adaptive). Students can take the test from anywhere online and should complete the test on their own, in a quiet space, with no external support and no access to technology outside to the test screen.

Aptitude test Dos:

- Take the assessment in full screen
- Keep your face identifiable in the video feed at all times
- Keep your camera and microphone on at all times
- Share your screen feed before attempting the test

Aptitude test Don'ts:

- Don't open different windows or tabs on your browser
- Don't have anyone else in the room
- Don't make anyone else take your test
- There should be no conversation or noise in the background

Students with disabilitiesStudents with disabilitieswill be able to indicate whether they need assistance to take the aptitude test, and the type of assistance needed, when submitting their application form. The exam proctors will be notified and will accommodate as necessary.

# 2. How do I sign up for the aptitude test?

Students will be able to select their test date preference from available dates as part of their application form, in the final submission window. Once you have submitted the application form, you will receive a confirmation email informing you that we have received your application, including the date/time of your exam and instructions for performing a system compatibility check. You may re-check the date/time of your test in the online Application Portal. We will not be able to accommodate test date/time change requests.



Please note that you will receive an email with the unique link to perform a practice test (highly recommended) one week before the final test. The final exam unique link will be sent one day before the final Aptitude Test.

Your application will be considered complete only when you have completed the aptitude test. Scores will be directly sent to Reliance Foundation once the test is submitted. Applicants will not be notified about their scores.

3. Can I change the date / time of my aptitude test?

Students will be allowed to change the date of aptitude test only once on the scholarship portal during the application period only. You cannot change the date post the deadline of 17<sup>th</sup> December 2023.

### 4. What is the format and content of the aptitude test?

Students will have 60 minutes to complete three sections that will test applicants on the three abilities below. All questions are multiple-choice. Students with disabilities Students with disabilities will get 30 minutes extra to complete the test (10 minutes extra for each section).

Note: The above condition is only applicable to students with disabilities. Any misrepresentation of data will lead to disqualification

- Verbal Ability Tests an individual's word power ability in spotting errors, sentence completion, attributes of Grammar, reading comprehension etc., to primarily understand the depth of knowledge in the English language.
- 2. Analytical and Logical Ability Tests an individual's ability to analyse the given situation, break down the problem situation, identify the root cause, and provide solutions. This ability helps an individual to help foresee a problem and plan a solution accordingly.
- 3. Numerical Ability Tests an individual's ability to solve mathematical problems using their capable reasoning skill to interpret, analyse and arrive at a conclusion with attributes such as ratios, percentages, number sequence, data interpretation etc.



# 5. Structure and Marking scheme of the aptitude test?

Sl. No.	Particulars	No. of MCQs	Time (Minutes)	Marks
1	Verbal Ability	20	20*	20
2	Analytical and Logical Ability	20	20*	20
3	Numerical Ability	20	20*	20
Total		60	60*	60

\*-Students with disabilities Students with disabilities will get 10 extra minutes per section (90 minutes total)

### 6. Do I have to pay a fee to take the aptitude test?

There is no fee payable for taking the aptitude test.

7. Will applicants get a chance to attempt a practice aptitude test, before taking the final test?

All applicants will be given an opportunity to attempt a practice test, one week before the final test. It is recommended that all applicants attempt the practice test, in order to get themselves familiarised with the test portal.

# 8. Are there any special arrangements for students with disabilitiestaking the aptitude test?

If you are a student with disabilities, you will be able to indicate whether you need assistance to take the aptitude test, and the type of assistance needed, when submitting your application form. The exam proctors will be notified and will accommodate as necessary.

Students with disabilities will get 30 minutes extra to complete the test (10 minutes extra per section). Their total test time will be 90 minutes.

#### 9. When do I have to attempt the aptitude test?

Once you have submitted your application form you will be automatically assigned a date and time slot for your test. You will receive three reminder emails the days leading up to your system assigned date and time slot, with the link to attempt and complete the test.



# 10. What will happen if I do not attempt the aptitude test?

Your application will be considered incomplete and you will be disqualified from the scholarship if you do not attempt and complete the aptitude test.

# 11. How will my aptitude test scores be used?

The aptitude test will be one of the components of holistic evaluation of the candidate, along with past academic record, extra-curricular activities, reference letters and essays.

# 12. What will happen if my computer shuts down due to power failure/internet disruption while attempting the aptitude test?

If your computer shuts down due to power failure/ internet disruption, while attempting the aptitude test, your test will be auto-saved and once you are able to log back into the test, it will allow you to resume from the same point from where you left off. However you will have to complete the test within the original time allotted.

# **Supporting Documents**

# 1. What are the mandatory supporting documents for the Reliance Foundation Postgraduate Scholarships?

- Passport Size Photograph
- Address Proof (permanent address))
- Current Resume
- Marksheet of 10th Class Board Examination
- Marksheet of 12th Class Board Examination
- Bona fide Student Certificate of current college/ institution of enrolment or fee reciept.. Document should contain student's name, institute's name, degree programme name & year of study. In case you do not have a single document that contains all the above fields, you may combine 2 or more documents which will displays the required information.
- 2 Reference Letters: 1 academic and 1 character
- If Applicable:



- Experience certificate/ letter/s from work experience/ internships
- Official Disability Certificate
- Marksheet of GATE Entrance Examination

# 2. What documents can we provide as proof of enrolment?

You can apply using your college enrolment letter as a proof of your college. You can also provide your college fee receipt as an alternative to your enrolment letter. The document you are submitting must contain - Candidate's name, Institute name, Year of study, name of the degree programme.

# 3. Can I apply if I don't have a valid passport?

Yes, you can apply even if you don't have a valid passport.

# 4. When do I have to upload all my supporting documents?

You have to upload all the supporting documents on the Supporting documents tab, along with the application form within the application deadline, 11.59pm IST on Sunday the **17<sup>th</sup> December 2023**.

# 5. What supporting documents should I provide for other Scholarships or stipends I have received (e.g. the GATE Scholarship/ Stipend)?

Scholars will be required to provide details of any financial benefits from other sources. The Scholarship permits academic related stipends from other sources of up to a maximum of Rs 15,000 per month during the scholarship period.

Students can attach a scanned copy of the receipt of the scholarship/stipend received to date (e.g. of their GATE stipend), or if they haven't received the stipend yet, they can add the certificate or notification awarding the scholarship/stipend itself.

The selected scholars may be required to provide declaration on utilisation of their total scholarship funds for various types of expenses.



#### 6. Do I need to submit proof of work experience, extra-curricular, and community work activities?

In instances where you mention work experience, including internships, you will need to provide supporting documents. You may submit a letter of experience/ employment/ appointment, or a certificate of experience/ employment/ appointment. For extra-curricular activities, community/ social work, awards, and publications, you do not need to provide supporting documents.

#### **Reference Letters**

#### 1. How do I submit reference letters in support of my application?

You must register your referees on the portal so that they can upload their recommendation letters directly into the application. Once you input each referee's information in the table and save it, an email will be triggered to them with a link to upload their letter. We recommend that you give referees at least 2-3 weeks to complete and upload the recommendation letters. Referees will be able to access the Guidance to Referees within the Referee Portal. The deadline for referees to submit their references through the online portal is one week after the application deadline. It is your responsibility to ensure that referees submit their references online by the reference deadline, 11.59pm IST on Sunday, the **24**<sup>th</sup> **Decemeber 2023**.

#### 2. What is an academic reference/ letter?

The academic reference should be from an academic who can comment in detail on your academic ability and how well they think you would do at the university you are applying to. They should have formally taught and graded you in your undergraduate or high school (or, if relevant, postgraduate) studies.

#### 3. What is a character reference/ letter?

The character reference should testify to your character and/or your involvement in extracurricular/ service or leadership activities. These referees should be persons who are able to speak in detail to your character and comment critically on whether your extra-curricular, non-academic requirements and leadership traits are aligned with the scholarship's criteria. The character referees need not necessarily be affiliated to your current university.



# 4. Who should my reference letters be addressed to?

Referees may address their letters to the Scholarships Evaluation Committee. Please refer to the Guidance to Applicants and Guidance to Referees documents for more details.

# 5. My referees are not competent in the English language. Can they submit the reference in their native language?

We only accept reference letters in English.

#### 6. Can I change the references listed in my application?

If you need to exclude a referee from your referee list, there is an option to do so by selecting the exclude option. If you exclude any referees, any letters they submit will not be reviewed and evaluated by our panellists. Once you exclude a referee, you may add another one in their place. Referees will have one week longer to submit their references after the application deadline. Please ensure that you submit 2 reference letters, 1 academic and 1 character, by the reference deadline, 11.59pm IST on Sunday, the 24<sup>th</sup> December 2023. You may exclude and re-add another referee up to the reference deadline on 24<sup>th</sup> December 2023.

#### 7. Do my reference letters need to be written on official letterhead?

The reference letter needs to be signed and should be either stamped or on the official letterhead of the institute/organisation. You will need to provide a referee that has access to an institute stamp/letterhead.

### 8. What should be included in my reference letters?

You must submit 2 letters in order for your application to be considered complete: one academic and one character letter. The academic reference letter comments on your academic ability and the character letter testifies your character and/or involvement in extracurricular/service or leadership activities. Please refer to the Guidance to Applicants document for further details.

#### 9. Can I write the reference on behalf of my referee if they don't have time to do it?

No, you cannot write the reference on behalf of your referee. Please provide your referee with at least 2 weeks to complete your letters so that they are not pressed for time. It is your responsibility, to ensure



that referees submit your letters, before the reference letter submission deadline.

### 10. Who should write the reference letters?

A good referee is one who knows you well. Similarly, referees should not be personal friends, contemporaries or relatives. Choose reliable people who are likely to respond to your request for a detailed reference, as their letters will be key to your application.

While it is useful to have someone with a known reputation in the field, the best criteria for recommendations is someone who knows your work and character extensively. We also advise mixing internal and external letters to demonstrate the breadth of your contacts. You may also contact a professional reference who knows you well.

#### 11. Who can write my academic reference letter? Who can write my character reference letter?

Please see the guidance table on the types of people who we recommend should write your academic and character reference letters.

Valid Academic Referee (Someone who has directly taught the applicant)	Valid Character Referee (Someone who has supervised or closely observed the applicant)	Invalid Referee
<ul> <li>High School Teacher</li> <li>University Teacher</li> <li>Coaching Institute Teacher</li> </ul>	<ul> <li>Teacher as in previous column</li> <li>Sports /Extra-curricular Activities Supervisor</li> <li>Internship/Job Supervisor</li> <li>Voluntary Activity Supervisor</li> </ul>	<ul> <li>Family Member</li> <li>Senior or Fellow Students</li> <li>Person of Eminence who does not know the applicant</li> <li>Employees of Reliance Foun- dation</li> </ul>
(should not be blood relative / family member of applicant)	(should not be blood relative / family member of applicant)	

# Please note that Referees must be currently part of an organisation and have access to their current institute letterhead/stamp.

# 12. What if my Referee has changed colleges since my graduation? Can I still ask him to refer me?

Referees who have moved on from previous positions are still valid as referees. You can put "ex- "or "former-"as their designation. E.g., "Former-professor" or "ex-supervisor". And you can also put their former institution where he/she taught. Your referees must have access to their current institute letterhead/stamp.



# Frequently Asked Questions about the Postgraduate Scholarships

#### Interviews

The interview will be an opportunity for us to delve deeper into some of the information you provided in your application. The panel will ask questions that will enable you to further explain how the Reliance Foundation Postgraduate Scholarships, will facilitate your career goals, elucidate your passion towards your chosen area of study and how it aligns with your future goals. The interview will also explore how you, your actions to-date and future aspirations reflect Reliance Foundation Scholarships values of Excellence, Leadership Potential, Integrity, Community Commitment, Growth Mind-set and Courage.

### 2. How will the interview be conducted?

The interviews will be conducted virtually over video call this year.

### 3. What will be the duration of the interviews?

Interviews will last for approximately half an hour.

#### 4. How will the interview be assessed?

A panel of external experts will be conducting interviews on the basis of the scholarship criteria and values. The expert panel will be made up of a combination of academic and professional individuals with a breadth of experience both in the technical fields and with soft-skill and leadership evaluations. The interview scoring process will be highly robust and will adhere to the highest standards of neutrality and fairness. In view of the health and safety concerns, as well as travel restrictions prevalent across the country, we anticipate that the interviews will take place virtually via a video platform. Relevant details will be communicated to applicants shortlisted for the interview stage.

#### 5. Who will be on the interview panel?

A panel of external experts made up of a combination of academic and professional individuals with a breadth of experience both in the technical fields and with soft-skill and leadership evaluations.

#### 6. Do I need to have any documents with me for the interview?

No, you do not have to have any documents with you for the interview.



# 7. Will the interview be conducted in English?

All interviews will be conducted in English. If you would like to make a special request for an interview in Hindi please email us along with a justification. We will review and try to accommodate on a caseby-case basis.

# 8. Do I have to prepare a presentation for the interview?

No, you don't have to prepare a presentation for the interview.

# 9. Will there be any technical questions asked in the interview?

We will be holding special webinar sessions for shortlisted students, to give them more tips on how to prepare. We will include communication techniques as well as the types of questions to prepare.

# 10. When will the interviews be conducted (tentative Month)?

The interviews will be conducted in February-March 2024.

# Scholarship Benefits

# 1. What are the non- financial benefits that I will get with Reliance Foundation Postgraduate Scholarships?

Apart from financial support towards tuition fees, the scholars can utilise the scholarship amount for other activities such as participation in seminars, conferences etc. for professional development, purchase of IT equipment and books etc.

# 2. If accepted, will I need to pay to be part of the Alumni network?

No, all Reliance Foundation Postgraduate Scholars will gain automatic access to the Alumni network.

# 3. What is the scholarship amount?

The total amount of scholarship available over the duration of the degree programme will be up to Rs/ INR 6 Lakhs.



# Funding

# 1. What costs do the Reliance Foundation Postgraduate Scholarships cover?

The scholarship will be contingent on utilization of the scholarship funds for tuition fees and other academic related expenses.

# 2. Can I work whilst studying?

There are no scholarship restrictions on studying while working. Please disclose details of any current jobs, in the work experience section of the application.

3. What if I have paid a deposit to secure my place in the university I am attending? Can I get that reimbursed if I receive the scholarship?

If you are selected for the scholarship, you may use the funds to pay for your academic tuition, including any deposits you may have already paid.

4. How are the Reliance Foundation Postgraduate scholarships paid?

By direct transfer into students' bank accounts.

# **Further Questions**

1. What is required of selected Reliance Foundation Postgraduate scholars to maintain year-onyear eligibility?

The disbursement of subsequent year's scholarship funds will be contingent on scholar meeting the following academic requirements. Satisfactory documentation must be provided to Reliance Foundation for these requirements on a yearly basis.

- Full time enrolment in a postgraduate programme in one of the eligible degree programme subjects.
- Maintain good academic standing (defined as a GPA of 7.5, on a 10.0 scale, or equivalent).
- Comply with the requirements set forth in Terms & Condition of the Scholarship Award, which are signed by scholars upon Scholarship acceptance.



# 2. When will the Reliance Foundation Postgraduate Scholarships be awarded?

Scholarship funds will be awarded annually. 80% of the scholarship funds will be awarded in advance at the start of the academic year for direct academic expenses including tuition fees. The remaining 20% will be awarded upon request for professional development purposes, including conference attendance. The final disbursement plan will be communicated to selected scholars.

# 3. Are the Reliance Foundation Postgraduate Scholarships renewable?

The Reliance Foundation Postgraduate Scholarships are renewed every degree programme year. Please note that scholars will need to maintain and provide evidence of certain academic standards, in order to be eligible to renew their scholarship, each consecutive year.

# 4. My question can't be answered here. How can I get help?

If we haven't been able to answer your question, please reach out to us through email at: RF.PGScholarships@reliancefoundation.org

- 5. What is expected of me if I get selected for the Reliance Foundation Postgraduate Scholarships? Selected scholars will need to comply with the requirements set forth in scholarship Terms and Conditions signed upon acceptance. Two of the basic expectations are:
  - Maintain academic excellence year on year to avail the following years scholarship funds and
  - Maintain enrolment in the eligible degree programme

# 6. How will the scholarship funds be given to students doing 3-year research degree programmes?

The scholarship funds will be distributed over the duration of the programme. For students who are taking 3-year research degree programmes, the 6 Lakhs will be distributed over the 3-year programme. 80% of the scholarship funds will be granted in advance at the start of each academic year, to use for tuition and direct academic expenses. The remaining 20% of the funds will be granted upon request to support professional development purposes, including conference attendance. The final disbursement plan will be communicated to selected scholars.



# Appendix

# Eligible Postgraduate Degree Programme Types

- Master of Engineering
- Master of Science (by Research) (M. Sc.)
- Master of Science (M. Sc.)
- Master of Technology (by Research) (M. Tech.)
- Master of Technology (M. Tech)
- Integrated Master of Science (Integrated M. Sc.)
- Integrated Master of Technology (Integrated M. Tech.)

# Eligible Degree Programme Subjects

Postgraduate degree programme subjects falling within the fields of Artificial Intelligence, Computer Sciences, Mathematics & Computing, Electrical and/or Electronics Engineering, Mechanical Engineering, Chemical Engineering, Renewable & New Energy, Material Science & Engineering and Life Sciences are eligible.

- Aeronautical Engineering
- Aerospace Engineering
- Agricultural Biotechnology
- Agricultural Science
- Applied Mathematics and Computing
- Applied Mechanics
- Applied Statistics and Data Analytics
- Artificial Intelligence
- Artificial Intelligence TA / self sponsored
- Artificial Intelligence and Data Science
- Automobile Engineering
- Big Data and Data Analytics
- Biochemical Engineering
- Biochemical Engineering
- Biochemistry



- Bioengineering
- Bioethics
- Bioinformatics
- Biomechanical Engineering
- Biomechanical Engineering
- Biomedical Engineering
- Biomedical Instrumentation
- Bioprocess Engineering/Technology
- Bio-sciences
- Biosystems Engineering
- Bio-technology
- Biotherapeutics
- Cell and Molecular biology
- Chemical Technology
- Cloud Computing
- Communication Engineering
- Communication Engineering and Networks
- Communication Systems
- Communication Systems and Signal Processing
- Computational and Data Science
- Computer and Communication Engineering
- Computer Applications
- Computer Engineering
- Computer Science
- Computer Science and Automation
- Computer Science and Data Processing
- Computer Science and Engineering Artificial Intelligence
- Computer Science and Engineering Artificial Intelligence and Machine Learning
- Computer Science and Engineering Information Security



- Computer Science and Engineering (CSE)
- Computer Science and Engineering (Cyber Security)
- Computer Science and Engineering (Information Security)
- Computer Science and Engineering (Machine Learning)
- Computer Science and Engineering (Spl. in Artificial Intelligence and Machine Learning)
- Computer Science and Engineering (Spl. in Big Data Analytics)
- Computer Science and Engineering (Spl. in Cyber Physical Systems)
- Computer Science and Engineering (Spl. In Information Security)
- Computer Science and Information Security
- Computer Science and Technology
- Computer Sciences
- Computer Technology
- Control and Automation
- Corrosion Science
- Cyber Security
- Cyber Security Systems and Networks
- Dairy Engineering/Technology
- Data Analytics
- Data Science
- Data Science (flexible 3-4 year for self-sponsored only)
- Data Science and Engineering
- Design Engineering
- Digital Electronics and Communication
- Electrical & Electronics Engineering
- Electrical & Mechanical Engineering
- Electrical and Computer Engineering
- Electrical and Electronics Engineering
- Electrical and Instrumentation Engineering
- Electrical Engineering



- Electro-chemical Engineering
- Electronic System Design
- Electronics and Communication Engineering
- Electronics and Computer Engineering
- Electronics and Electrical Communication Engineering
- Electronics and Instrumentation Engineering
- Electronics and Telecommunication Engineering
- Electronics System Engineering
- Embedded Systems
- Embedded Systems Technology
- Energy Systems & Management
- Environmental Science/&Technology
- Food Engineering & Technology
- Food Processing Engineering
- Genetics
- Green Technology
- Industrial Biotechnology
- Industrial Engineering
- Industrial Mathematics and Scientific Computing
- Information and Communications Technology
- Information Security
- Information Technology
- Instrumentation & Signal Processing Engineering
- Instrumentation Engineering
- Instrumentation Engineering /Control System Engineering
- Integrated Electronics and Circuits
- Life Science/Veterinary/Animal Science
- Life Sciences (Botany)
- Life Sciences (Zoology)



- Machine Engineering
- Manufacturing Engineering
- Manufacturing Technology
- Marine Engineering
- Material Science and Technology
- Materials and Energy Engineering
- Materials Engineering
- Materials Science
- Materials Science and Engineering
- Mathematics & Computing
- Mathematics and Computing
- Mathematics and Scientific Computing
- Mechanical Engineering with Specialization in Renewable Energy
- Mechatronics
- Mechatronics & Automation Engg
- Mechatronics and Robotics
- Medical Electronics/Engineering
- Metallurgical and Materials Science
- Microbiology
- Microelectronics
- Microwave and Radar Engineering
- Nano Science & Technology
- Networks and Information Security
- Petro-chemical Engg
- Petroleum Engineering/Technology
- Petroleum Refinery Engineering
- Pharmaceutical Sciences / Pharmacy
- Pharmaceuticals Chemistry & Technology
- Pharmacology



- Physiology
- Polymer Engineering/Technology
- Polymer Science & Chemical Technology
- Polymer Science and Technology
- Power Electronics
- Power Electronics & Drives
- Power Electronics, Electrical Machines and Drives
- Power Systems
- Power Systems and Renewable Energy
- Process Engineering
- Production Engineering
- Regenerative Medicine
- Renewable Energy and Energy Audit
- Renewable Energy and Grid Interface Technologies
- Renewable Energy Science and Technology
- Robotics and Automation
- Signal & Image Processing
- Signal Processing
- Signal Processing and Machine Learning
- Software Engineering
- Solar & Alternative Technology
- Solar Energy
- Solid State Materials
- Steel Technology
- Stem Cell Engineering & Technology
- Telecommunication
- Thermal Engineering
- Thermal Science and Engineering
- Toxicology



- Vehicle Engineering
- VLSI Design
- VLSI Design & Embedded Systems
- VLSI System
- VLSI Technology
- Wireless & Mobile Communication Systems
- Wireless & Optical Communication
- Wireless Networks & Applications

If your degree programme is not on the list, but you think it may qualify under the eligible subject areas for the scholarship: Computer Sciences / Artificial Intelligence / Mathematics & Computing / Electrical & Electronics Engineering, Mechanical Engineering/Chemical Engineering/Renewable & New Energy/ Material Science and Engineering/ Life Sciences, please email us at <u>RF.PGScholarships@reliancefoundation.</u> org and we will get back to you confirming if your programme is eligible or not.





