



# FREQUENTLY ASKED QUESTIONS ABOUT THE UNDERGRADUATE SCHOLARSHIPS



## ELIGIBILITY

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

Students must fulfil the following criteria in order to apply:

1. Be a resident Indian citizen
2. Passed Std. 12th with minimum 60% marks
3. Currently enrolled in a full-time undergraduate degree programme
4. Annual Family income from all sources should be maximum Rs. 15 lakhs

### 2. Is there family income eligibility criteria to apply for the Reliance Foundation Undergraduate scholarships?

You are eligible to apply for the Reliance Foundation Undergraduate Scholarships only if your family income is equal to or less than 15 lakhs.

### 3. What are the eligible institutes?

Students from any recognised institute are eligible to apply.

### 4. Is there an age limit to apply for the Reliance Foundation Undergraduate Scholarships?

There is no age limit to apply to the scholarship, provided you fulfil the registration criteria

### 5. Am I eligible to apply if I have pursued a diploma after 10th Std.?

Only students who have attempted and passed Higher Secondary (H.Sc.) 12th Std. with minimum 60% marks are eligible to apply for the scholarship.

### 6. Am I eligible to apply if I have pursued std. 12th abroad?

Students who have pursued Std. 12th abroad are also eligible to apply for the scholarship

### 7. What are the eligible programmes at undergraduate level?

Students pursuing any full-time undergraduate degree programme can apply for the scholarship. If your degree programme is not on the list, please email us at [RF.UGScholarships@reliancefoundation.org](mailto:RF.UGScholarships@reliancefoundation.org) and we will add your programme to the list.

### 8. I failed the registration questionnaire but I believe I am eligible. What can I do?

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

### 9. Are students who are pursuing Undergraduate degree programmes outside India eligible to apply for the Reliance Foundation Undergraduate Scholarships?

No. Only students pursuing full-time undergraduate degree programmes within India are eligible to apply.

**10. What type of students are you looking for?**

The Reliance Foundation Undergraduate Scholarships aim to support meritorious students from all corners of the country with an undergraduate college education, empowering them to continue their studies, become successful professionals and realize their dreams, unlocking their potential to lift themselves and their communities up and contributing towards India's future socio-economic development

While the Programme's main focus is to provide financial support for meritorious students enrolled in any institute across India, its value will go beyond financial, with students automatically gaining networking opportunities through a strong alumni network that will create long-term impact on the lives and career trajectories of the scholars.

**11. Can I apply for the scholarships more than once?**

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

**12. Do I need to have been accepted into a degree programme before I apply for the Reliance Foundation Undergraduate scholarships?**

Yes, you need to be enrolled in a full time degree programme, to apply for the scholarship.

**13. I am a second year student, can I apply for the Reliance Foundation Undergraduate Scholarships?**

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

**14. Can married students apply?**

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

**15. Can an OCI or Non-resident Indian (NRI) student apply for the Reliance Foundation Undergraduate scholarships even he/she meets the eligibility criteria?**

No, the scholarship programme this year, is only open to Indian citizens currently residing in India (resident Indian).

**16. Am I allowed to accept scholarships or awards in conjunction with a Reliance Foundation Undergraduate Scholarship?**

You are allowed to accept scholarships or awards in conjunction with a Reliance Foundation Scholarship.

**17. I previously received a Reliance Foundation Scholarship, I can apply for another one?**

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

**18. Can I apply for a scholarship using a deferred university offer?**

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

**19. 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 registration questionnaire on our website: [www.scholarships.reliancefoundation.org](http://www.scholarships.reliancefoundation.org). Once you fill the registration questionnaire, an email will be triggered to you, with a link to the application portal and a one-time-password to begin, complete and submit your application.

**20. I have successfully submitted the registration 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 at [RF.UGScholarships@reliancefoundation.org](mailto:RF.UGScholarships@reliancefoundation.org) 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.

**21. I forgot my password that I had entered while creating my application. Should I register again and create a new application?**

We request that all students create and submit a single application only. Creating more than one application may lead to disqualification. You may want to note your password at a place where you can access it. If you forget your password, generate a new one using the forgot password procedure.

## TIMINGS AND DEADLINES

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

The deadline for all applications is 11.59pm IST on Tuesday the 14th of February 2023.

**2. Can I have an extension to my application?**

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

**3. 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 to you, 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 maximum of one hour 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.

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. 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 registration questions in our scholarships website. Once you fill in the registration questionnaire, an email will be triggered to you with a link to the application portal and a one-time-password to begin, complete and submit your application.

**4. 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.

**5. How is the application scored and who scores it?**

The application will be scored using a combination of your aptitude test scores, the academic and personal information you provide in your application. The scoring process will be highly robust and will adhere to the highest standards of neutrality and fairness.

**6. When will I be notified about the status of my application?**

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

**7. 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.

**8. 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.

**9. What if I made a mistake in my application form?**

If you have made a mistake, unfortunately you cannot resubmit your application. Please contact us at [RF.UGScholarships@reliancefoundation.org](mailto:RF.UGScholarships@reliancefoundation.org) in case you have made any mistakes and need to make changes.

**10. Could you throw some light on the overall selection process?**

The selection will be a four -step process:

Step 1: Filling an online application form with basic details and upload mandatory documents such as transcripts, household income proof and disability certificate (if applicable).

Step 2: Students will be invited to complete a mandatory online aptitude test.

Step 3: Document verification and evaluation of shortlisted candidates

Step 4: Final Selection

**11. 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.

**12. 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.

## 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

Specially abled students will 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 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 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?**

We will not be able to accommodate test date/time change requests.

**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. Specially abled students will get 30 minutes extra to complete the test (10 minutes extra for each section).

- 1) 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?**

Serial No	Particulars	No. of multiple choice Questions	Time (Minutes)	Marks
1	Verbal Ability	20	20*	20
2.	Analytical and Logical Ability	20	20*	20
3.	Numerical Ability	20	20*	20
<b>TOTAL</b>		<b>60</b>	<b>60*</b>	<b>60</b>

\*- Specially abled students 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 specially abled students taking the aptitude test?**

If you are a specially abled student, 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.

Specially abled students 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 evaluation of the candidate, along with past academic record and household income.

**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.

## SUPPORTING DOCUMENTS

**1. What are the mandatory supporting documents for the Reliance Foundation undergraduate scholarships?**

- Passport size photographs
- Address Proof (for address ticked as preferred physical correspondence address)
- Marksheet of 10th Class Board Examination
- Marksheet of 12th Class Board Examination

- Bonafide Student Certificate of current college/ institution of enrolment, or Student ID Card. 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 two or more documents that display the required information.
  - Family Income Proof
  - Official Disability Certificate (if applicable)
2. **I am in first year and our colleges have not yet given us the college ID. What documents can we provide as proof of enrolment? I am in first year and our colleges have not yet given us the college ID. What documents can we provide as proof of enrolment?**

You can apply using your college enrolment letter as a proof of your college admission if you haven't received your college ID yet. You can also provide your college fee receipt as an alternative to your student ID or enrolment letter.

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 Tuesday the 14th February 2023.

5. **What supporting documents should I provide for other Scholarships or stipends I have received (E.g. Stipend)?**

Students can attach a scanned copy of the receipt of the scholarship/stipend received to date, 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.

## SCHOLARSHIP BENEFITS

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

Apart from financial support, there will be engagement opportunities including soft-skills trainings and workshops and students will also automatically gain networking opportunities through a strong alumni network.

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

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

**3. What is the scholarship amount for the undergraduate programme?**

At the undergraduate level the total amount of scholarship grant available over the duration of the degree programme will be up to Rs /INR 2 Lakhs.

**FUNDING**

**1. What costs do the Reliance Foundation Undergraduate Scholarships cover?**

The scholarship amount be provided to you as a grant every year. You may use the grant amount for the below mentioned purposes:

- 1) Tuition fees
- 2) Hostel fees
- 3) Laptop purchase
- 4) Academic books and courses

While students do not need to submit receipts, invoices etc., students will need to provide a scholar report along with a statement of utilisation that the funds are being used for the above mentioned purposes.

**2. Can I work whilst studying?**

There are no scholarship restrictions on studying while working.

**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 Undergraduate Scholarships paid?**

By direct transfer into students' bank accounts on a yearly basis.

**FURTHER QUESTIONS**

**1. What is required of selected Reliance Foundation Undergraduate Scholar's to maintain year-on-year 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.

- I) Full time enrolment in an undergraduate programme

- II) Maintain good academic standing (pass every academic year)
- III) 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 Undergraduate Scholarships be awarded?**

Scholarship funds will be disbursed once a year. The final disbursement plan will be communicated to selected scholars.

**3. Are the Reliance Foundation Undergraduate Scholarships renewable?**

Reliance Foundation Scholarships are renewed every degree programme year. Please note that scholars will need to adhere to year on year eligibility criteria of the scholarship, 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.UGScholarships@reliancefoundation.org](mailto:RF.UGScholarships@reliancefoundation.org)

**5. What is expected of me if I get selected for the Reliance Foundation Undergraduate Scholarship?**

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:

- (1) Maintain good academic standing/Pass year on year to avail the following years scholarship funds and
- (2) Maintain enrolment in an undergraduate degree programme

**6. How will the scholarship funds be given to UG students doing 5-year dual-degree programmes?**

The scholarship funds will be distributed over the duration of the programme. For undergraduate students taking 5-year programmes the 2 Lakhs will be distributed over the 5-year programme. The final disbursement plan will be communicated to selected scholars.

