



Sarvajanik University

Earn While You Learn Scheme





EARN WHILE YOU LEARN SCHEME

Read: UGC Guidelines to Provide Equitable Opportunity for the Socio-Economically Disadvantaged Groups in the HEIs – January 2024

1. Introduction

Earn While You Learn (EWYL) Scheme is a unique scheme of Sarvajanik University (SU) aimed to encourage and support students to make them self-reliant and also develop better co-operation and leadership skills. It provides a scope to students to earn financial gain along with work experience and hands-on training while studying. It attempts to mitigate the economic hardships of learning and enhance the learner's adaptability. It provides the students opportunities to develop their personality, gain technical skills and build their entrepreneurial ability, which would help them take up professional assignments relatively faster.

2. Objectives

The major objectives of the scheme are as below:

- **Financial Support for Students** – To help students meet part of their educational expenses by offering income-generating opportunities while studying.
- **Skill Development** – To provide students with practical training, hands-on work exposure, and the development of professional skills alongside academics. To integrate academic learning with practical exposure, ensuring overall personality and career development.
- **Work Experience** – To allow students to gain real-world work experience, making them more employable after graduation.
- **Self-Reliance and Confidence** – To encourage students to become independent, responsible, and confident by earning on their own. To cultivate discipline and time-management skills by balancing study and work schedules.
- **Value of Labour and Money** – To help students appreciate the dignity of work and understand the value of money earned through effort.

3. Eligibility

The scheme is applicable to all students of Sarvajanik University as well as all students of constituent colleges of Sarvajanik University.

- Must be a student **enrolled** in Sarvajanik University or any constituent college of Sarvajanik University.
- The student must have **good academic records, regular in attendance criterion**





and good discipline records as per university norms. Student should not have any record of disciplinary action in the past. Feedback/ input on above from the **Head of Department/Principal/Director/ Competent Authority** would be invited.

- Preference may be given to **financially weaker students**.

4. SOP for Selection

(1) Invite application

Before commencement of semester, the Constituent College will invite applications from the students. (Sample Form is Attached)

(2) Form submission

Interested and eligible students must apply through a prescribed application form, along with academic and financial details.

(3) Scrutiny committee

Institute level /University level committee consisting of Head of institute, and two Senior Faculties will shortlist/ interview the candidate and prepare final list.

(4) Recommend and Approval

Head of the institute will send it to the Provost, SU for final approval.

5. Job Description

The student is expected to perform the job as per the requirement of SU/ the Constituent College. The student may be assigned following tasks:

■ Admission and Administrative Roles and Responsibilities:

- Data entry, report preparation, or survey work
- Reporter, Editor, Proof-reader in publication / reports / newsletters for SU/ Institute

■ Academic roles and responsibilities:

- Support staff for laboratories/library/computer lab
- IT support and troubleshooting
- PR activities including website/ social media management, etc. of SU/ the institution
- Graphic designing, video editing, or digital content creation SU/ the institution





- Teaching at various constituent colleges of SU (Only applicable to Ph. D. Scholars)
- SU/ constituent college can assign any other work depending upon the special requirements of SU/ institution

6. Duration and Working Hours

The student is expected to perform the job as per the requirement of SU/ the Constituent College. The student may be assigned following tasks:

- The opportunity provided to the student shall be for the duration of One (01) Semester.
- Work schedules must not interfere with regular academic activities.
- During vacation periods, students may be permitted up to **40 hours per week** with approval.

7. Remuneration

Students shall be paid an honorarium/stipend on an hourly or task-based basis.

Students working under the scheme shall be paid remuneration as below:

Rs. 150/- per hour with a ceiling of Rs. 6,000/- per month.

For Ph.D. Scholars – Rs. 300/- per hour with a ceiling of Rs. 12,000/- per month.

Sr. No.	Particulars	Level of Study	Remuneration	Ceiling
1	Any Non-Academic Task	UG, PG, Ph.D.	Rs. 50 per hour	Max. 40 Hours
2	Practical Class / Session	PG, Ph.D.	Rs. 150 per hour	As applicable
3	Teaching Class (Theoretical)	Ph.D.	Rs. 300 per hour	As applicable

The above structure shall be applicable subject to prior approval of the competent authority and adherence to the University norms.

Payment will be made monthly through the Accounts Department upon verification of work attendance.

8. Issuance of Certificate

SU/ the constituent college shall issue a Certificate of Experience to the student endorsing the work done by him/ her.

