
MOVEMENT AWAY
PROGRESS
1 No poverty


1 NO POVERTY
GOALS

POLICY ON ACADEMIC PROGRESSION AND COMPLETION SUPPORT FOR STUDENTS FROM LOW-INCOME HOUSEHOLDS

Policy Created on	**07/01/2022**	**Approved By**
Revision 1:	**29/01/2024**	**REGISTRAR**

Registrar
Chaitanya (Deemed to be University)
6-100/5, Himayathnagar Village, Moinabad (M)
Ranga Reddy District, Hyderabad

SDGs Directly Supported:

SDG1 – No Poverty

Chaitanya (Deemed to be University) Himayathnagar(V) Moinabad (M) Rangareddy (D) Hyderabad

SDGs Indirectly Supported:

SDG4 – Quality Education

SDG5 – Gender Equality

SDG10 – Reduced Inequalities

SDG 16 – Peace, Justice and Strong Institutions

SDG17 – Partnerships for the Goals

POLICY ON ACADEMIC PROGRESSION AND COMPLETION SUPPORT FOR STUDENTS FROM LOW-INCOME HOUSEHOLDS

1. Purpose and institutional commitment

Chaitanya (Deemed to be University), Hyderabad seeks to promote equitable access, academic progression and timely program completion for students from economically disadvantaged households.

This draft proposes a structured process to identify eligible students, monitor progression, provide appropriate support, and establish measurable completion targets. Any target percentage must be approved using CDU baseline data and should not be presented as an achieved result unless validated by official records.

2. Objectives

- Identify students from the lowest-income household group using lawful and consistent evidence.
- Establish baseline progression, retention and completion rates for the identified cohort.
- Set realistic annual targets and monitor them by program and admission cohort.
- Identify academic, financial, personal or access-related barriers early.
- Coordinate appropriate academic advising, mentoring, bridge support, financial-aid information and career guidance.
- Evaluate whether interventions improve progression and completion outcomes.

3. Identification and confidentiality

The University should define the eligible low-income cohort using an approved, transparent methodology aligned with the national context and available official documentation. Evidence may include valid income certificates or relevant scholarship/benefit records where permitted. The method should specify the reference period, treatment of missing data, verification process and review/appeal mechanism.

Income and socioeconomic information must be restricted to authorized personnel and used only for legitimate educational-support, monitoring and reporting purposes. Public reports should use aggregated data and suppress small cells where disclosure could identify individuals.

4. Setting graduation and completion targets

The responsible academic and student-support offices should establish a baseline for each relevant cohort, including number of eligible students, number retained, number

progressing, number completing within the normal duration and number completing within an approved extended window.

A proposed annual target should be based on the verified baseline, program duration, cohort size, historical outcomes and available interventions. The target, rationale, approving authority and review date should be recorded. The percentage used by another institution—for example, an 85% target—must not be copied as a CDU target without analysis and approval.

Recommended measures include semester-to-semester retention, credit accumulation, progression to the next year, completion within the prescribed duration, delayed completion, and withdrawal. Rates should define their numerator, denominator, cohort, and observation window.

5. Support and intervention pathway

- Early identification of students at risk of falling behind through attendance, assessment and progression reviews.
- Academic advising, faculty mentoring, peer learning, bridge courses or remedial support where approved and available.
- Information and guidance on eligible University or government scholarships and financial assistance; do not promise aid without confirmed eligibility and funds.
- Counselling and referral to appropriate support services, respecting privacy and professional boundaries.
- Career guidance, employability skills, placement support and access to academic development activities.
- A documented individual support plan for cases requiring coordinated intervention, with appropriate consent and confidentiality.

Only services actually offered and evidenced during the reporting period should be described as existing CDU interventions.

6. Monitoring and review cycle

At the beginning of each academic year, identify the eligible cohort and approve the baseline and target. Review academic progression each semester; flag students who need support; document interventions and referrals; and assess results at year-end. The University should analyze differences between programs and cohorts, identify barriers, and approve corrective actions.

The review should distinguish correlation from causation. Improved completion rates should not be attributed to a particular intervention without adequate evidence.

7. Roles and responsibilities

- Competent Academic Authority: approve the methodology, target, and annual review.
- Admissions/Student Records: maintain the source records needed to define the cohort and track enrolment status.
- Academic departments: review progression, identify students needing support, and document interventions.
- Student-support/Scholarship office: provide verified information on eligible support and referrals.
- IQAC or designated quality office: validate indicators, maintain evidence and report aggregated results.
- Data/IT and authorized officers: safeguard personal data and ensure consistent cohort reporting.

8. Indicators and evidence for THE Impact Rankings

- Approved methodology for defining the low-income cohort.
- Aggregated cohort list and verification protocol, securely retained.
- Baseline report and approved annual completion/progression target.
- Definitions and calculations for retention, progression and completion rates.
- Semester progression reviews and documented interventions.
- Records of mentoring, bridge/remedial support, counselling referrals, or career guidance actually provided.
- Scholarship/financial-aid guidance and verified award records, where applicable.
- Year-end outcome report comparing target with actual performance and explaining variances.
- Minutes approving corrective actions and subsequent follow-up.

29.01.2024

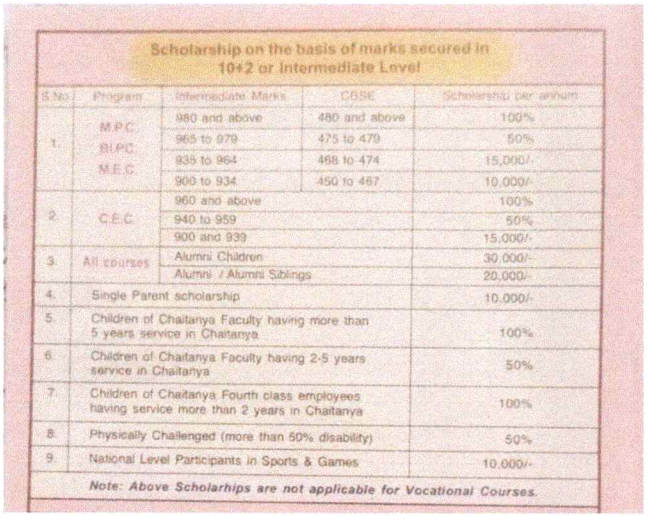
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1.3.3 - Does your university as a body provide support (e.g. food, housing, transportation, legal services) for students from low-income families to enable them to complete university?

To minimize institutional dropout rates driven by cost-of-living and scholastic burdens, the university provides comprehensive financial relief frameworks. As evidenced by the official fee concession document, the university allocates full (100%) annual tuition waivers for vulnerable demographics, including single-parent households and children of lower-tier institutional staff (Fourth-class employees with over 2 years of service). These financial safety nets allow families to reallocate household income toward essential auxiliary services such as food, medical care, and housing, mitigating drop-out risks.



Scholarship on the basis of marks secured in 10+2 or Intermediate Level

S.No	Program	Intermediate Marks	CBSE	Scholarship per annum
1.	M.P.C. BI.P.C. M.E.C.	980 and above	480 and above	100%
		965 to 979	475 to 479	50%
		935 to 964	468 to 474	15,000/-
		900 to 934	450 to 467	10,000/-
2.	C.E.C.	960 and above		100%
		940 to 959		50%
		900 and 939		15,000/-
3.	All courses	Alumni Children		30,000/-
		Alumni / Alumni Siblings		20,000/-
4.	Single Parent scholarship			10,000/-
5.	Children of Chaitanya Faculty having more than 5 years service in Chaitanya			100%
6.	Children of Chaitanya Faculty having 2-5 years service in Chaitanya			50%
7.	Children of Chaitanya Fourth class employees having service more than 2 years in Chaitanya			100%
8.	Physically Challenged (more than 50% disability)			50%
9.	National Level Participants in Sports & Games			10,000/-

Note: Above Scholarhips are not applicable for Vocational Courses.

Chaitanya (Deemed to be University) Institutional Scholarship & Fee Concession Schedule.

Appendix: Verified Student Evidence Registry Matrix

S.No.	Application / Serial Number	Student Name	Certificate Type	Issuing Authority	Date of Issue
1	APSGSW AI 0017823	Tatiboina Venkata Tharun	Community, Nativity & DOB	Govt of Andhra Pradesh	2026-08-29
2	TSGGDI 31474462	Karnakanti Deepak	Community and DOB	Govt of Telangana (MeeSeva)	2024-11-14
3	EWS252500742173	Patlolla Sudharshan	Income Certificate	Govt of Telangana	2025-05-30

		Reddy	(EWS)	(MeeSeva)	
4	OOWW 06883317	Thandra Varshini	Community and DOB	Govt of Telangana (MeeSeva)	2016-02-20
5	TSGGDF 23192188	Koppishetti Bhagya Sai Srinidhi	Community and DOB	Govt of Telangana (MeeSeva)	2021-12-23
6	TSGGDG 62226727	Ankar Aishwarya	Community and DOB	Govt of Telangana (MeeSeva)	2023-06-24
12	TSGGDH 01126348	Konkathi Tejashwini	Community and DOB	Govt of Telangana (MeeSeva)	2023-08-11
14	TSGGDJ 12790192	Kukkala Mounika	Community and DOB	Govt of Telangana (MeeSeva)	2025-05-31
15	TSGGDF 61770071	Madas Nithya Sree	Community and DOB	Govt of Telangana (MeeSeva)	2022-07-23
16	APGSWS AE 60268307	Katiboina Murari	Community, Nativity & DOB	Govt of Andhra Pradesh	2025-03-21
19	TSGGDI 25383486	Tanikonda Bhanusri	OBC Certificate	Govt of Telangana (MeeSeva)	2024-11-21
20	TSGGDE 57352364	Vangala Praveen Kumar	Community and DOB	Govt of Telangana (MeeSeva)	2021-08-24
21	TSGGDG 97232218	Utakanti Surendhar	Community and DOB	Govt of Telangana (MeeSeva)	2023-08-15
22	TSGGDH 09120093	Rayla Shaik	Community and DOB	Govt of Telangana (MeeSeva)	2023-09-08
23	TSGGDF 75144802	Kolakani	Community	Govt of	2023-09-29

		Minerva	and DOB	Telangana (MeeSeva)	
24	TSGGDI 97718174	Jilukara Keerthana	Community and DOB	Govt of Telangana (MeeSeva)	2025-05-31
25	TSGGDF 48503665	Reddy Meenakshi	Community and DOB	Govt of Telangana (MeeSeva)	2023-06-22
26	APGSWS AE 12374638	Usthela Joyes Mary	Community, Nativity & DOB	Govt of Andhra Pradesh	2025-07-01
27	TSGGDG 16145302	Madaraboina Manisha	Community and DOB	Govt of Telangana (MeeSeva)	2023-03-15
28	TSGGDK 18487798	Royya Mounika	Community Certificate	Govt of Telangana (MeeSeva)	2023-06-06
32	TSGGDJ 93030085	Uzma Sultana	Community Certificate	Govt of Telangana (MeeSeva)	2026-01-17
33	APGSWS AE 67365595	Zinkala Tharanmai	Community, Nativity & DOB	Govt of Andhra Pradesh	2025-04-24
34	TSGGDF 46319073	Akula Srija	Community and DOB	Govt of Telangana (MeeSeva)	2017-05-13
37	TSGGDF 77281953	Arshiya Begum	Community and DOB	Govt of Telangana (MeeSeva)	2023-03-29

IQAC Committee:

Sl. No.	Name	Role	Signature
1	Prof. T. Murali Krishna	IQAC Coordinator	
2	Dr. K. V. N. S. Pavan Kumar, EEE	Member	
3	Dr. J. Kumara Swamy, Chemistry	Member	
4	Dr. M. Raju, Biochemistry	Member	
5	Dr. M. Srinivasa Rao, Pharmacy	Member	
6	Mr. K. Praveen Kumar, Computer Science	Member	
7	Dr. R. Praveen Kumar, CSE	Member	
8	Mr. M. Naveen Kumar, Civil Engineering	Member	
9	Mr. B. Rajeshwar, ECE	Member	
10	Dr. P. Omkar, Agriculture	Member	
11	Mr. V. Deepak Kumar, Commerce & Business Management	Member	
12	Dr. A. Naveen, Physics & Electronics	Member	
13	Mr. B. Yasu, Mathematics & Statistics	Member	
14	Mr. B. Shivaprasad, Forensic Science	Member	
15	Mr. R. Sridevi, Mechanical Engineering	Member	

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