

**Guidelines for accepting Donations for institution of awards for the UG-PG students**

- i) The donor should write a letter to the Secretary, DJST stating the purpose of donation, the amount of award and the amount to be donated.
- ii) He/She should submit the photocopy of the PAN card and duly completed donation form (which is available in the DJST office).
- iii) On each donation, administrative charges are applicable depending on the amount donated.
- iv) After deducting the charges, the received donation will be kept in a fixed deposit in a nationalized bank.
- v) Only 50% of the accrued interest after its deposition in the bank will be used as award money and the rest will be added to the corpus.
- vi) The minimum amount to distributed as an award should be Rs. 5,000/-