

# Benue State University

## Centre for Food Technology and Research (CEFTER) Scholarship Policy

### **Policy Statement**

This policy has been designed to help CEFTER Management determine the most effective method of administering scholarships so as to ensure full compliance with the University's obligations with respect to the administration of ACE grant. The CEFTER Scholarship Policy is administered by CEFTER Management upon the recommendation of CEFTER Scholarship and Grant Allocation Committee. The policy is implemented in a manner consistent with all such policies, laws and regulations, as those may be amended from time to time. The rules and administrative processes set forth in this policy are subject to change and will be updated as needed to reflect such amendments.

### **Scope of Policy**

The policy applies to full scholarship, tuition or accommodation support and fellowship awards to regional and national students enrolled at the centre in the University.

### **Definitions**

#### 1. Full Funding

Full funding will cover both tuition and accommodation, and will be granted to students who show clear excellence in their previous academic performance. Those who have high CGPA on graduation and (or) graduate top of their class will be the target beneficiary of this funding option. There will be consideration to balance gender of candidates who will be enrolled. The best candidate for each of the program will be awarded.

#### 2. Part Funding-Tuition

This support will cover only tuition and is mainly for national students who may be adjudged to have an excellent academic capacity but fall under the indigent status.

#### 3. Part Funding-Accommodation

This support designed to take care of candidates who have the academic excellence and funds but need a decent well secured accommodation to register at the Centre. The award will be granted to all categories of students but priority is to females especially married women from other states.

#### 4. Scholarship

Scholarship will be awarded to regional/foreign students. It will cover tuition, accommodation and monthly stipend for beneficiaries. CEFTER instituted this support to, primarily, boost enrolment of regional/foreign students. The award of this scholarship will

take into consideration the highest academic excellence among applicants, gender and regional spread.

#### 5. Fellowship

Fellowship will exclusively be granted to Benue State University staff and staff of CEFTER partner institutions. Partner institutions will make request and recommend staff for training in critical areas of needs to deliver on their mandate. The award will cover tuition and accommodation. Partner institutions will allot numbers for the award within the life span of the project based on their total project budget allocation.

### **Guidelines for the Policy**

#### **Committee**

The CEFTER scholarship scheme is administered by CEFTER management through the CEFTER technical committee. The Technical Committee shall set up a Scholarship and Grant Allocation subcommittee; which will advertise, interview and recommend candidates for award. .

The composition of the Committee will include:

1. Deputy Director Research and Collaboration – Chairman
2. Deputy Director Operations – Member
3. Dean, Faculty of Social Sciences – Member
4. Head, Department of Mathematics/Computer Science – Member
5. Budget Officer – Member
6. Centre Secretary – Secretary
7. Director- Ex officio

#### **Application**

All students admitted into CEFTER programs and have passed through screening are eligible to apply for any category of the CEFTER Postgraduate scholarship Scheme (CPSS), except fellowship which is reserved for staff of BSU and our partners.

There will be call for application, after the release of admission for a particular academic session is made online at the Centre website [www.cefterbsu.edu.ng](http://www.cefterbsu.edu.ng) and is open to all admitted and screened students. Interested candidates shall complete the form online, upload documents including credentials, Valid identification item, Statement of account duly signed from bank and International Passport with valid Visa or STR Visa for regional/international students.

## **Selection Process**

The uploaded documents shall be scrutinised by the committee prior to invitation for interview. Applicants invited for interview will be expected to come along with originals of the documents that were submitted.

After the interview, the committee shall meet, make recommendations and forward same to the centre Technical Committee for consideration and award.

## **Complaints and Grievances**

Candidates may submit a complaint or grievance in relation to the application of this policy to the Centre Management within two weeks of the release of the list of beneficiaries.

## **Violation and Termination of Scholarship**

Violation of this policy and procedure or failure to timely cooperate in complying with its provisions may result in disciplinary action up to legal sanctions.

Beneficiaries of the support scheme will be required to sign an undertaking with CEFTER/University on the following terms:-

- i) Be of good behaviour through the course of study at the university, failure of which relevant sanctions as outlined in the Benue State University/CEFTER Student Handbook will be invoked;
- ii) Recipient of the scholarship who withdraws from his/her program loses the scholarship automatically;
- iii) Failure of the recipient of the scholarship to graduate within the stipulated duration of his/her program will amount to the withdrawal of the scholarship;
- iv) Beneficiaries who do not meet up to 70% lecture attendance for each semester will lose the scholarship;
- v) Failure of the recipient to submit his/her monthly or bi-monthly progress form for MSc and PhD respectively will lead to a withdrawal of the scholarship;
- vi) Beneficiaries who do not put into use their allocated room for full funding and part time funding – accommodation will forfeit their scholarship offer;
- vii) Recipients of the award are to know that squatting of persons in their allocated rooms will amount to termination of the scholarship;
- viii) Any unruly behaviour as may be adjudged by the disciplinary committee will result in termination of the scholarship.