

## **INTRODUCTION OF 'EARN-WHILE –YOU-LEARN SCHEME'**

The Higher Education Department of Haryana has introduced this type of scheme from the ensuing academic session for Govt. and Aided Private Colleges. This scheme was placed in the Academic Committee meeting held on 27.2.2001 and the same was approved with minor modifications. The main objectives and other salient points of the scheme are given as under:-

### **OBJECTIVES**

- a. a. Exploit the immense potential of students as a valuable human resource.
- b. Involve the students in management and development of the institution.
- c. Give students hands on experience and thereby prepare them better for taking up jobs in future.
- d. Encourage young students to learn about dignity of Labour.
- e. Prevent students from avoidable distractions and engage them in meaningful, positive activities.
- f. Reduce dependence of regular ministerial staff whose productivity over a period of time has declined considerably.
- g. Achieve better work efficiency at a lesser cost.
- h. Enable meritorious and needy students to earn a reasonable amount every month to meet their expenses.

### **JOBS DESCRIPTION**

Under the scheme the students could be engaged by the polytechnic for jobs in the following areas:

- I. I. Laboratories
- II. Library
- III. Office

In the labs/ workshops the students can be engaged for making them responsible for handling the equipment/ machinery, its maintenance and upkeep, storage of equipment and upkeep of Laboratories/ Workshops. Senior students shall be useful for conduct of practical and jobs training in the Workshops. Similarly , the students under this scheme would be engaged for library jobs such as cataloguing, arrangement and display of books, repair of damaged books, issue and return of books etc. Presently the libraries are under staff and due to this the proper utilization of library is not achieved by the students and the staff.

The students can also be engaged for performance of various office jobs like preparation of statements, maintenance of service records, compilation and analysis of data, maintenance of students data, preparation of pay bills on Computer, Store inventory, students attendance , hostel records etc. Since the students are having knowledge of computer, skill can be utilized in positive way and increasing the efficiency.

The above job description are only illustrative and not exhaustive. Other jobs/ areas could be added subsequently based on the feedback from colleges and students.

### **PAYMENT**

For doing the above jobs the students shall be paid @ 30/- per hour and students would be permitted to work for maximum eight hours per week and this ceiling on working hour is stipulated that the jobs are not pursued at the cost of study. The student can thus earn maximum s. 960/- per month while pursuing study in the Institute.

#### **SELECTION PROCEDURE:**

The applications from students of final year desirous of taking job in the Polytechnics would be invited immediately on the beginning of the academic session by the principal, after identifying the areas where the students are required to be engaged after analyzing the exact requirement. The Committee consisting of Principal with two senior members of the Polytechnic shall select the students in order of merit which is to be determined on the basis of last examination result. However, in specific cases due weightage may be given to students on the basis of participation in co-curricular activities and knowledge and skill in the use of Computer.

#### **FUNDING**

The payment of students under the scheme would be met out from funds such as wages and student fund etc. available with the institution. No additional funds shall be required from Govt. With the introduction of this scheme, it is expected that the staff shortage being faced by most of the Polytechnics would be tackled to a large extent, besides making students work oriented and Financially independent. This scheme shall be implemented from the ensuing session for Govt. and Aided Institutes.

In order to keep vigil on the deployment of students and payments to be made to them the following restrictions are required to be imposed:

1. The students should not be deployed in excess of the non-teaching vacant post to be identified for this purpose.
2. Enrollment register is to be maintained by the Principal concerned which should contain full particulars of the student so enrolled specifying the work to be allocated to him mentioning therein actual hours for which he has to work.
3. The concerned HoD is to verify the work done and assess how much amount is to be paid to him. He will record certificate on the payment voucher that the student has actually done the work for which remuneration is being paid to him.
4. The Principal is to satisfy himself personally and to verify the above facts before releasing payment.
5. The Provision for stipend/honorarium should be got made in the Regular Budget and the expenditure should be incurred within the budget available.
6. The Principal has to maintain the entire record and will produce the same for scrutiny as and when desired by the Audit or Representative of the Directorate.