



Office Order

Subject: Regarding extension of Educational Concession Policy to Card-Based Employees and those posted in University by the outside companies engaged on contract (Contractual employees).

In reference to the existing Educational Concession Policy dated 19.01.2025, it has been observed that there is no provision for the employees working on Card-base and those deputed in the university by the companies on contract.

It is also observed that there are several card base employees and those who have been posted by companies on contract (contractual employees), working continuously for a long time in various units of the Subharti Group, and are doing their work very sincerely. They need to be considered for some help/privilege.

After careful consideration, the competent authority of the university has approved the following:

1. The Educational Concession Policy is presently applicable only to regular employees. It is now be extended to **card base employees** who have completed more than three (03) years of continuous service in the Subharti Group.
2. This concession is further be applicable to **contractual employees** who have been continuously and regularly working in the Subharti Group for more than five (05) years without break.
3. These concessions will be granted only to those employees who have demonstrated sincerity, dedication, and satisfactory performance during their tenure.
4. The implementation of this policy will follow the same procedure as laid down in clause no. 11 of the notification dated 19.01.2025 for regular employees, with necessary modifications wherever required to suit the employment category.
5. The respective Heads of Departments/Units are required to maintain proper records and verify the continuous service period and performance of such employees before recommending them for this benefit.
6. Charts of proposed concessions are given separately for the card base employees and the contractual employees separately as Annexure no. 1 and Annexure no. 2.



0121 6678000

Subhartipuram, NH-58, Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.) INDIA

2000
26.09
2025

7. Concession will be applicable to course where fee fixation by University Management.
8. It will not be applicable in MBBS/MD-MS and BDS/ BDS-MDs courses and courses where fee is not fixed and finalized by the University.

The extension of education concern to card-based employees and those engaged on contract, aims to recognize and encourage the loyalty and hard work of our long-term card base and contractual employees and to provide them with opportunities for educational advancement for themselves and their wards.

26.09.2025
26.09.2025
Registrar

To:

All Heads of Institution/Principal of Colleges/Directors/Department Heads

Enclosure:

1. **Annexure-1 : Educational concession for card-based employees**
2. **Annexure-2: Educational concession for (contractual employees) employees for contractors deputed at SVSU**

Memo No. U-32/SVSU/2025/ 463

Date: 26.09.2025

Copy forwarded to information of:-

1. Hon'ble Vice-Chancellor
2. Chief Executive Officer
3. Executive Officer
4. Guard File

26.09.2025
26.09.2025
Registrar

Educational concession for Card-Based Employees

Length of Service under Subharti (Years)	Tuition Fee Discount	Caution Money	Required Bond
0 – 3 years	Nil	Nil	Not Applicable
3 to 5 years	15%	75%	Affidavit from Candidate / Beneficiary to serve in the University for 3 years post UG/PG Degree
5 to 8 years	25%	50%	-same as above-
8 to 10 years	30%	50%	-same as above-
10 to 15 years	40%	50%	-same as above-
15 to 20 years	60%	50%	-same as above-
20 years and above	80%	50%	-same as above-

20000
50.92
2015

Educational concession for (Contractual Employees)
Employees for contractors deputed at SVSU

Length of Service under Subharti (Years)	Tuition Fee Discount	Caution Money	Required Bond
0 – 3 years	Nil	Nil	Not Applicable
3 to 5 years	Nil	Nil	Not Applicable
5 to 8 years	15%	100%	Affidavit from Candidate / Beneficiary to serve in the University for 3 years post UG/PG Degree
8 to 10 years	25%	100%	-same as above-
10 to 15 years	30%	100%	-same as above-
15 to 20 years	40%	100%	-same as above-
20 years and above	60%	100%	-same as above-

2000
28.11.19
2025