

Sub.: Policy for education subsidy/grant.

Loan shall be given to employees for further education as given below. The Loan shall be converted into a grant at the end of 3 years on successful completion of course and three years satisfactory service in the company from date of loan.

S. No.	Course	Loan / Grant
1.	Matriculation	100%
2.	Intermediate / upto 12 th class	75%
3.	Graduation like B.A., B. Com, B.E. or diploma courses	50%
4.	Vocational training like electrician, plumber, fitter, diploma in computer application, etc.	50%
5.	Post graduate like M.Tech., M.B.A., M.Com., etc.,	33%
6.	Computer courses	50%

Application for grant must be made before joining the respective course. Right of approval shall be solely at the discretion of the management. Courses not relevant to our line of activity may not be approved.

Managing Director.