



**ROYAL CIVIL SERVICE COMMISSION  
ROYAL GOVERNMENT OF BHUTAN**

**UNDERTAKING**

**(FOR EX-COUNTRY UNDERGRADUATE SCHOLARSHIP EARMARKED FOR CIVIL SERVICE)**

*This Undertaking shall be completed in all respects and duly signed by the candidate in accordance with the information contained therein, prior to his/her departure for studies abroad. Clauses may be revised depending on the cost of the scholarship and the criticality of the specialization.*

I, .....(name of candidate) CID. No....., son/daughter of ..... (name of parent) hereby accept the offer of scholarship from .....(mention sponsoring Agency) for studies in ..... (mention the course) in ..... (mention institute/university and country) for a duration of ..... years.

I, as the recipient of the scholarship, hereby agree and accept the following terms and conditions:

**GENERAL OBLIGATION**

1. Pursue the course of study as offered by the Royal Government and complete it within the duration specified as per Letter of Award No. .... dated .....
2. Undertake the study as approved by the Royal Government and not change to another course, institute or college or deviate from the Letter of Award.
3. Abide by all the rules and regulations of the Royal Government and the institute concerned.
4. Submit course joining report to the Scholarship and Student Support Division with complete details of Bank account number, Bank address including the branch name and Swift code after completion of admission formalities in the college/institute/university.
5. Not discontinue the course and/or leave the institute prior to completion of the course without written consent from the institute/university and the DAHE, MoE.
6. Complete studies and serve the Civil Service for a minimum period of *two times* the duration of the approved course (including extension approved by DAHE).
7. Pay to the Royal Government an amount equal to *two times* the scholarship cost (including tuition fee waivers, bursaries, concession and quota, stipend and other expenditure) if:
  - 7.1 I fail to produce the completed academic transcript/certificate; or
  - 7.2 I fail to serve the Civil Service two times the duration of the course approved, if required; or
  - 7.3 I do not return to Bhutan upon completion of the UG course; or
  - 7.4 I discontinue my studies for reasons within my control.

8. Refrain from making any statements of facts or opinion in any public forum/media that would reflect negatively on the image of the host institute and/or the Royal Government.
9. Refrain from engaging in political, criminal or commercial/social activities that may be detrimental to the interest and image of the Royal Government.
10. Produce letter from the institute/college/university specifying the need for such a programme (RGOB/GOI, India) for any internship programme.
11. The student pursuing MBBS shall be entitled to stipend during the internship period. However, the payment for internship period shall be made only after the commencement of the internship and upon submission of the enrollment letter.
12. Submit the academic reports (trimester/semester/annual) to the Scholarship and Student Support Division, DAHE for timely release of funds (stipend/tuition and other fees).
13. Stipend/fee shall be released bi-annually based on the semester report. Scholarship and Student Support Division, DAHE, MoE shall monitor the academic progress of the candidates.
14. Become a member of the nearest BSA.
15. Be held responsible for any cost not covered under the scholarship grant: - e.g. spouse accompanying the scholars to the place of study.
16. Give top priority to acquire knowledge and skills and also carry out the role of “Goodwill Ambassador of Bhutan”.
17. Return and report to the Scholarship and Student Support Division, DAHE, MoE with Course Completion report and certificate/provisional certificate/letter of completion within one month after the completion of the course i.e. on or before .....
18. Register and appear for the Bhutan Civil Service Examination (BCSE) soon after graduation i.e. for the year .....
19. Agree to be placed on attachment programme if the student does not register and appear for the BCSE based on critical requirement as determined by RCSC. The attachment period shall not be counted as part of the obligation to serve double the duration of the study period.
20. Agree to be placed on consolidated contract at one Position Level lower than the BCSE selected Technical Graduate/Teacher in the event the student is not able to clear the examination provided:
  - 20.1 The candidate is eligible for entry into technical category/teacher; and
  - 20.2 Such technical position/teacher is critically required as determined by the RCSC.
21. The contract period shall form part of the study obligation to serve double the duration of the study period.

#### **Extension**

1. Complete the course of study within the duration specified in the Letter of Award.
2. Not allowed to extend the duration except for reasons beyond individual control with prior approval from DAHE.

3. Seek prior approval of DAHE, MoE for extension of course for reasons beyond the control of the candidate supported by relevant documents and extension approval shall not be granted to undertake an additional/different course.
4. The duration of course extended, except on grounds of health, political disruption or events beyond individual control, shall be added to the service obligation period.

### **Termination/Suspension of Study and Scholarship**

The study and scholarship shall be terminated if:

1. The conduct of the candidate is not in conformity to the scholarship norms and/or college/university rules;
2. The performance of the candidate is unacceptable to the Institute or DAHE, MoE;
3. The candidate does not fulfil the attendance requirements stipulated by the Institute; and
4. The candidate fails to complete the course in the specified period and approval for extension is not accorded.

I hereby do confirm that I have been briefed on all rules, terms and conditions governing my study and I have understood them, including the implications and consequences of deviating from them. In particular, I understand that in the event that I do not adhere to any one of the above-stated terms and conditions, I and/or my guarantor shall be liable for prosecution in the court of law as per the provisions of the laws of the Country.

Place: (Affix Legal Stamp)  
Date: Signature of candidate  
Contact No.:  
Email address: .....

*(Any update/ information related to your study shall be shared using the email address and contact number reflected in this Undertaking. Therefore, DAHE,MoE/RCSC shall not be responsible for non-receipt of information if the email address/contact number is changed or if wrong email/contact number is given)*

**Caution: This is an important legal document and therefore, should be executed after clearly understanding all the responsibilities, liabilities and implications.**

In the event of any failure on the part of the aforementioned person to abide by this Undertaking, I.....(name of guarantor), CID. No..... resident of ..... hereby undertake to refund to the RGoB the stipulated amount failing which, I understand that I as the guarantor shall be liable for prosecution in the court of law as per the provisions of the laws of the Country.

Place:

(Affix Legal Stamp)

Date:

Signature of Guardian

*(Note: The Guarantor should be parents/guardian)*

Name of Guarantor: .....

Citizenship ID No.: .....

Relation with the candidate: .....

Occupation: .....

Present address: .....

Permanent Address: .....

Mailing Address:.....

Contact No.: .....

*(Any update/ information related to the study shall be shared using the email address and contact number reflected in this Undertaking. Therefore, DAHE,MoE/RCSC shall not be responsible for non-receipt of information if the email address/contact number is changed or if wrong email/contact number is given)*

Witnesses:

Signature.....

Name.....

CID. No.....

Briefed by and Undertaking signed in the presence of:

Signature

(Official Seal/Stamp)

Date:

Note: Candidate and the guarantor need to sign on all the pages of this Undertaking.