

## **IMPORTANT INSTRUCTIONS:**

Application Form will not be entertained if the same is not properly & duly filled in and found missing therewith the following documents.

- i) Attested photocopies of Fee Challan raised/demanded by the Educational Institution and Boarding expenses (excluding meal charges).
- ii)
  - a) Income certificate from the employer i.e. Government/Semi Government/Private Service.
  - b) Income Certificate from the area counselor of the Union Counsel i.e. for self employed.
- iii) Attested photo copies of:-
  - a) Domicile
  - b) Computerized N.I. Card
- iv) Attested photocopies of all educational certificates:-
  - a) Secondary School Certificate
  - b) Higher Secondary Certificate
  - c) Degree(s)
  - d) Marks Sheet/Transcript (Last Examination)
- v) An un-stamped self addressed envelop i.e. (5x11")

**Certificate from the  
N.B.P Branch Manager**

1) The Financial standing of the parents / guardian of Mr. / Miss

\_\_\_\_\_

S/o. /D/o. \_\_\_\_\_ has been verified and

is hereby confirmed as per policy of the scheme.

2) Signature of the Vice Chancellor/Principal/Registrar has been verified.

**Name & Signature of Br. Manager**  
(Office Stamp and Signature No.)

**Note:- Applicant is advised to verify their parents financial standing FROM THE BANK MANAGER, otherwise application shall not be entertained.**

**CERTIFICATE FROM THE VICE CHANCELLOR/ PRINCIPAL/REGISTRAR**

**Certified** that Mr./Miss \_\_\_\_\_ S/o. D/o. \_\_\_\_\_ is

a bonafide student of \_\_\_\_\_ and studying in \_\_\_\_\_  
(Name of the Institution) (Name of programme/subject)

of \_\_\_\_\_ under registrations / enrolment number \_\_\_\_\_  
(\*Year of study)

**It is further certified:**

- a) That the applicant bears good moral character and his/her behavior has been found consistently satisfactory.
- b) That the applicant is in real need of financial assistance.
- c) That the applicant is/is not receiving scholarship / stipend during the current year of study from \_\_\_\_\_ Rs. \_\_\_\_\_ per month.
- d) That the applicant has obtained \_\_\_\_\_ marks out of \_\_\_\_\_ in term of percentage \_\_\_\_\_ in the last public examination held on \_\_\_\_\_  
DD / MM / YY.
- e) That he/she has been admitted in the Institution on merit through the normal course/procedure.
- f) That his/her **date of admission** in the institution for present programme is \_\_\_\_\_  
DD / MM / YY and fallen with in the age bracket of years \_\_\_\_\_ month \_\_\_\_\_ days \_\_\_\_\_
- g) That all particulars mentioned by the applicant have been verified from the original documents submitted by the applicant at the time of admission.
- h) That the duration of the programme / study is \_\_\_\_\_ years and will be  
(No. of Years)  
completing by the end of \_\_\_\_\_  
DD / MM / YY.
- i) Recommended for grant of loan for the entire/remaining period of studies.

**Signature of Vice Chancellor / Principal/ Registrar**

- ❖ Year of study means 1<sup>st</sup> Year, 2<sup>nd</sup> Year or 1<sup>st</sup> Semester and 2<sup>nd</sup> Semester and so on.
- ❖ GPA will be mentioned in term of percentage.

