

Office Copy

**APPLICATION ACKNOWLEDGEMENT RECEIPT
FOR THE SESSION 2015-2016
(Use Capital Letters)**

Sr. No. _____
Date _____

Student Name _____

Father / Guardian Name _____

CNIC No. of Student _____

Permanent Address of Parents / Guardian House No. _____

Mohallah _____ P/O. _____ Tehsil _____

Distt: _____ City _____ Province _____

Name of Institutions _____

Faculty / Department) _____

Applicant Signature

**Name & Signature of Receiving Officer
with Branch Stamp**

Note: Branch Manager ensure that application form is properly filled in all respect

Student Copy

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Date _____

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CNIC No. of Student _____

Permanent Address of Parents / Guardian House No. _____

Mohallah _____ P/O. _____ Tehsil _____

Distt: _____ City _____ Province _____

Name of Institutions _____

Faculty / Department) _____

Applicant Signature

**Name & Signature of Receiving Officer
with Branch Stamp**

Note: Applicant must obtain Application Acknowledgement Receipt from the Branch Manager

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

The Financial standing of the parents / guardian of

Mr. / Miss. _____

S/o. /D/o. _____

Resident of House No. _____ Mohallah: _____

Area _____ P/o. _____ Tehsil _____

District _____ City _____

has been verified and is hereby confirmed as per policy of the scheme.

i. Parents CNIC No. _____

ii. Students CNIC No. _____

iii. Telephone / Cell No. _____

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.

BANK MANAGER is advised to put their name and Signature No. on the Certificate otherwise application shall not be entertained.

Important Note:-

As per Apex Committee decision "Branch Managers will also submit his/her Report regarding income of parents/guardians while forwarding the applications to the Students Loan Wing, Credit Management Group, NBP, Head Office. In case the application's residential address does not fall within his/her jurisdiction, the particulars (i. S.No. ii. Application No. iii. Name of the Students iv. Address v. University / Colleges vi. Subject vii. Name of the Study and viii. Parents/Guardian (Income/Profession) of the students will be forwarded by him/her to the branch of the bank nearest to the residence of the student for the assessment of the financial status of the parents/guardians. Note repeat Note that the financial status of the parents/guardians will be assessed by the Branch manager, keeping in view their standard of living".

**THIS CERTIFICATE SHOULD BE ISSUED BY
VICE CHANCELLOR/ PRINCIPAL/REGISTRAR
ON INSTITUTION LETTER HEAD**

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 ____/____/____ and fallen with in the age bracket of years ____ month ____ days ____
DD / MM / YY (Mandatory)
- 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

Explanation

- * Name of programme /subject for example B.Sc Chemical Eng., B.Sc Physics, M.Sc Agriculture etc.
- ** Year of study means 1st Year, 2nd Year or 1st Semester and 2nd Semester and so on.
- (d) GPA will be mentioned in term of percentage. Evidence issued by the authority must be attached.
- (f) Date of admission must be mentioned properly as per record of the institution.

On Institution Letter Head

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) Two Photographs of Student attested by not below the rank of BPS-17.
- ii) Attested photocopies of Fee Challan raised/ demanded by the Educational Institution and Boarding expenses (excluding meal charges).
 - 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 photocopies of: -
 - a) Domicile
 - b) Computerized N.I.C of Parents and Students.
- 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) A certificate (in original) from the Vice Chancellor/ Principal/Registrar of the concerned University Letter Head confirming date of admission and completion date of study
- vi) Four un-stamped self-addressed envelope (Permanent & Hostel Address) (size 5 X 11).
- vii) Application shall be considered on merit according to availability of funds. Any application which is not made on the prescribed form or is un-signed or does not contain the Required particulars and documents or reaches late will not be entertained.
- viii) Current and remaining Year fee must be mentioned in column No. 5 & 6 to avoid any wrong calculation of fee.

