

Online Application No :

Indian Institute of Technology Guwahati

Guwahati - 781 039

Form No.
Schp/02

Application Form for Institute Merit-cum-Means/SC-ST Scholarship

**APPLICATIONS SUBMITTED BEYOND THE LAST DATE OR INCOMPLETE APPLICATIONS,
ARE LIABLE TO BE REJECTED**

NAME (In **BLOCK** Letters) :

Roll. No.:

Hostel :

Category: Gen / SC / ST

Contact No. & E-mail ID :

Bank A/C No.:

01. Father's Name :

Occupation:

(If Service, please specify whether Govt./
Private / Self Employed)

02. Mother's Name :

Occupation:

(If Service, please specify whether Govt./
Private / Self Employed)

03. Whether the student is receiving any Other :
Scholarship from other source ? If yes, specify
the name of the scholarship, year & amount

04. i) Class XII % of Marks (**Applicable for 1st year** :
B.Tech & B.Des only)

ii) Percentage in university qualifying degree
(**Applicable for 1st year MA/MSc students**)

Please attach copy of relevant Grade Card/Mark
Sheet.

05. Gross annual income of family :
(Students whose parental annual income is upto Rs.
4.5 lakhs may only apply for McM/SC-ST
Scholarship.)

06. Name of the Institute passed out 10+2 standard. :
Whether the Institute is Govt. or Private ?
(**Applicable only for B.Tech. 1st Year students**)

07. FOLLOWING DOCUMENTS TO BE SUBMITTED ALONG WITH McM/SC-ST SCHOLARSHIP:

ANNUAL INCOME DECLARATION :

1. **For Salaried Class (Guardians' who are in Service either Govt. or Private)**

- a) Salary Certificate for the Financial Year 2014-15 (from 01.04.14 to 31.03.15) duly sealed/ stamped by the Salary Disbursing Officer.
- b) Xerox Copy of IT Form 16 to be issued by employer for the year 2014-15 (Assessment Year 2015-16): **SUBMISSION OF THESE TWO DOCUMENTS ARE MANDATORY.**

2. **For Non – Salaried Class (Guardian's who are not in Service such as Agriculture, Business class, self-employed, Legal/Medical Practitioners/Retired without Pension/Private Tutors/Contractors/ Consultants etc.)**

- a) An Annual Income Affidavit for the financial year 2014 - 15 (Assessment Year 2015-16) in a Non - Judicial Stamp for Rs.20/- sworn in before preferably a First Class Magistrate / Notary Public as per the format given in **Form "A"**.
- b) Income Certificate from local District Authorities like **Circle Officer/Tahsildar/DMO etc.** (as the case may be) in addition to Income Affidavit and other documents as stated above & below. **SUBMISSION OF THESE TWO DOCUMENTS as stated in 2 (a & b) above, ARE MANDATORY FOR ANY CLASS OF OCCUPATION IN CASE OF NON-SALARIED GUARDIANS.**
- c) Xerox copies of ITR Form/IT Return as applicable, for the year 2014-15 (Assessment Year 2015-16) duly stamped/sealed from concerned Income Tax Office.
- d) Copy of Registration Certificate must be submitted in case of Medical Practitioner and Legal Practitioner.
- e) Those who Retired without Pension, they have to submit Retirement/Termination/ Superannuating letter/ documents/papers etc. along with Income Affidavit, Income & Non-employment Certificate from local District Authorities like **Circle Officer/Tahsildar/DMO etc.**, Income Tax documents , if applicable, as stated in item 2) a, b, & c above.

3. **For Pensioners/Family Pensioners :**

- a) Annual Pension Payment Certificate for the year 2014-15 in prescribed **Form 'B'** to be issued by the Pension Disbursing Officer.
- b) An Income & Non-employment Certificate from local District Authorities like **Circle Officer/Tahsildar/DMO etc.** for the year 2014-15 also to be submitted in addition to other documents as stated in item 3) a & b above. **SUBMISSION THESE TWO DOCUMENTS as stated in 3 (a & b) above, ARE MANDATORY FOR THE GUARDIANS WHO ARE EITHER PENSIONER OR FAMILY PENSIONER.**
- c) Copy of PPO, Superannuating/Retirement/Termination letter and attested copies of I.T. Documents, if any (such as ITR Form / IT Form16, IT return etc. for the current year , if applicable)

4. **Other essential documents :**

- a. Copy of School Leaving Certificate & Marks sheet. It is mandatory to produce details of tuition fees paid per annum if you have passed +2 examinations from a non-govt. School. [only for 1st year B.Tech/B.Des students]

- b. Copy of Degree Pass Certificate & Marks sheet. [only for 1st year MA/MSc. students]
- c. Copy of Caste Certificate
- d. Copy of latest Grade card
- e. Copy of parent /guardian's PAN card /ID Card /Ration card
- f. Death Certificate in case of death of either of the parents.
- g. In case of divorce of parent's - copy of appropriate order/judgment of the court.

Declaration: I hereby declare that the above statements are true and correct to the best of my knowledge. I shall abide by the prevailing Institute norms regarding McM/SC-ST Scholarship. At any stage if the institute notices any forgery, I shall accept decision taken by authority. The Institute can withdraw the scholarship and or impose any other penalty it may deem fit and proper, if at any point of time should there be any detection of falsification of my declaration.

Date:

Signature of the student

NO APPLICATION WILL BE ENTERTAINED UNDER ANY CIRCUMSTANCES BEYOND THE LAST DATE OF SUBMISSION OF HARD COPY OF THE APPLICATION FORM.

Annexure-I

Declaration of parents / guardians:

I, Mr /Mrs. parent (father/mother) / guardian of Mr/Ms..... (Roll No.) declare that my/my family annual gross income is Rs..... (In words rupees.....). My son / daughter/ ward may be considered for McM/SC-ST Scholarship.

Declaration by the Parents: We hereby declare that the above statement is true and correct to the best of our knowledge. We shall abide by the prevailing Institute norms regarding McM/SC-ST Scholarship. At any stage if the Institute notices any forgery/misinformation, our ward shall be subjected to stern disciplinary action of the Institute such as recovery of scholarship along with necessary penalty, expulsion from the Institute.

Name & Signature of Mother

Name & Signature of Father

Name & Signature of Guardian
(Applicable in case parents are not alive)

(The Institute Merit-cum-Means/SC-ST Scholarship is meant to be awarded to students with poor economic background. If you can afford the expenditure of your ward, then do not submit this declaration. This will help deserving poor students to get financial benefit.)