

Phone :- 0172-2780651

**GURU HARKRISHAN EDUCATIONAL SOCIETY (Regd.)**  
**Office: H.NO.57 SECTOR-21-A CHANDIGARH-160022**

Ref.No. Sch.17/ 452-511

Date 16-5-16

To

The Director  
GND Engg. College  
Ludhiana.



*Dean (AC)*  
*Mr. P.K. L.*  
27516

Dear Sir/ Madam,

The Society since the year 1987-88 is engaged in giving financial Assistance in the form of scholarship to the needy students getting vocational/Professional education on merit cum means and physical disability basis. The Scholarship is awarded without any discrimination of caste creed religion or domicile. The criteria for eligibility is as under :-

**(A) ELIGIBILITY :**

- i) The Student should have passed the previous examination with a minimum of 60% marks.
- ii) Income of the parents of the students (both Father & mother) should not exceed Rs.10000/- p.m.(exclusive of House Rent Allowance and Fixed Medical Allowance in the case of employees/pensioners).
- iii) Students shall not be in receipt of scholarship or any other concession from some other source.
- iv) Students studying in any professional/ Vocational course such as Medical/ Managerial/ Technical/ Teaching /Scientific/ Engineering/ Computer Technology and Post Graduate Courses etc. shall be eligible to apply.

**(B) QUANTUM OF SCHOLARSHIP:-**Each Scholarship is valued by taking into consideration the tuition fee payable by the student and the over all funds available with the Society for disbursement, subject to a maximum of Rs.600/- per month and a minimum of Rs.100/- per month (The Society is a Charitable Trust and for funds is totally dependent on voluntary public donations which by all means are limited. The Society is not getting any financial grant from the Government or any other Organizations).

In accordance with the scheme explained above we request you to sponsor eligible students for the year 2016-17, on the prescribed Application Form (specimen copy enclosed) with the required documents. Typed/ Hand written or Photostet copies of the form are also acceptable. All such applications be passed on to us as per procedure given below:-

1. Only those Applications please be sent which meet the prescribed parameters and are accompanied with the required documents such as original copy of Income Affidavit/ Salary certificate etc. and attested photo copies of the result of last year's Exam passed. Incomplete Applications without the required documents and with the columns prescribed for head of the institutions not completely filled in will not be considered.

2. The portion tabulated on the application form for being filled in by the Head of the Institution please be answered fully on each Application Form. **All the application Forms of your Institution be preferably passed on to us in one lot listed in order of priority but not exceeding total of \_\_\_\_\_ applications. The last date for applications to reach us is 30<sup>th</sup> September 2016.**

Due to shortage of funds viz. a viz. the Number of applications pouring in the principle of 'First Come First Served' is observed. Therefore the earlier you send your applications the better.

It is requested that your students including students of all your allied departments of study for the current academic session may please be fully apprised of this scheme. Compassionate cases based on extreme poverty, orphans/ fatherless, wards of deserted or divorced women, physical disability sufferers or any other calamity hit students can be recommended on priority. We seek your full co-operation for the identification of really needy students.

Yours faithfully

*(A.S.Rawel)*

Hony. Secretary

**Guru Harkrishan Educational Society, Chandigarh (Regd.)**

Office : Kothi No. 57, Sector 21-A, Chandigarh 160 022

**APPLICATION FORM FOR SCHOLARSHIP**

1. i) Name of the student \_\_\_\_\_  
 ii) Present Roll No. \_\_\_\_\_  
 iii) Name of the Institution and address \_\_\_\_\_
  2. i) Name of Course \_\_\_\_\_  
 ii) Date and Year of admission \_\_\_\_\_  
 iii) Present year / semester of study \_\_\_\_\_
  3. Total duration of course From / To \_\_\_\_\_
  4. Date of Birth \_\_\_\_\_
  5. Nationality \_\_\_\_\_
  6. Permanent Address \_\_\_\_\_
  7. Address for Correspondence \_\_\_\_\_
  8. (A) i) Name and Profession of Father \_\_\_\_\_  
 ii) Monthly income from all sources \_\_\_\_\_  
 iii) Whether Income tax payee or not \_\_\_\_\_  
 (B) i) Profession (if any) of Mother \_\_\_\_\_  
 ii) Monthly income from all sources \_\_\_\_\_  
 iii) Whether Income tax payee or not \_\_\_\_\_  
 (C) Total of A (ii) + B (ii) \_\_\_\_\_
- Note : a) (Income tax payee shall attach a photocopy of the acknowledgement of the last income tax return filed)
- b) The proof of income be furnished in the form of Affidavit and a Certificate as applicable as per specimen drafts given overleaf.
9. i) Examination passed in the last academic year \_\_\_\_\_  
 ii) Marks obtained and total marks \_\_\_\_\_
  10. Extra curricular activities \_\_\_\_\_
  11. Whether the student is in receipt of any other scholarship \_\_\_\_\_  
 If so, source of scholarship with amount per annum. \_\_\_\_\_
  12. Are you already, getting scholarship from the society? \_\_\_\_\_  
 If so, mention the year and amount \_\_\_\_\_
  13. Exceptional basis / Compassionate grounds, if any \_\_\_\_\_

(Signature of applicant)

**TO BE FILLED BY HEAD OF INSTITUTION**

1. i) Amount of only Tuition Fee payable per semester / year.  
 ii) Month from which tuition fee is payable.  
 iii) Designation of officer in whose favour Cheque /  
 D.D. for the scholarship amount be sent for disbursement.
2. Recommendation of the Head of Institution.
3. Exceptional basis / compassionate grounds if any.

(Signature of Head of the Institution with official stamp)



## SPECIMEN OF AFFIDAVIT

(On Non-Judicial Stamp paper of Rs. 5/- attested by an Executive Magistrate Or a Notary)

I ..... Son of / <sup>\*</sup>Wife of .....  
resident of .....  
hereby solemnly declare  
(i) that I am the father /mother of .....  
(name of the student)  
Who is studying in .....  
(class & name of the Institution)  
and is wholly dependent on me.  
(ii) my present profession is .....  
(iii) that my total family income from all sources such as salary / pension, agriculture, rents, dividends,  
interest, business, profession etc. including the total income of my spouse in the preceeding year i.e.  
from ..... to ..... is Rs. ....  
(iv) that I am paying / <sup>\*</sup>not paying Income-Tax and I am filling / <sup>\*</sup>not filling Income-Tax Return  
Place: ..... DEPONENT  
Date: .....

### Verification

I hereby solemnly declare and affirm that the above information is true and correct to the best of my knowledge and belief and that nothing has been concealed therein.

Place: ..... DEPONENT  
Date: .....

Strike out whichever is not applicable

## \* SALARY / PENSION CERTIFICATE

(To be got filled by employed persons & pensioners from their Employer / Pension Disbursing Authority in addition to the affidavit)

Certified that Sh. / Smt. ....  
<sup>\*</sup>S/o / w/o Sh. .... is employed in our  
office / Department / Institution as (Designation) .....  
and is drawing pay and allowances per month as under:-

1. Basic Pay
2. Dearness Allowance
3. House Rent Allowance
4. Other Allowances. (To be specified separately)
5. Total

Or

<sup>\*</sup> Certified that Sh. / Smt. ....  
S/o / W/o Sh. ....  
is drawing "Total Pension" (including dearness relief) @ Rs. .... P.M.

(Signature with office seal of Employer/Drawing &  
Disbursing Officer / Pension Disbursing Authority)

<sup>\*</sup>  
Strike out whichever is not applicable

## ELIGIBILITY CONDITIONS FOR THE GRANT OF SCHOLARSHIP

- i) Course of study should be Professional or Vocational such as Managerial / Medical / Post Graduate / Commercial / Technical / Educational etc. Whether at Certificate, Diploma, Degree or Post Graduate Level.
- ii) The total income of the family of the student should not exceed Rs. 10000/- p.m. (excluding House Rent & Medical Allowance in the case of employees / pensioners)
- iii) The applicant should not be in receipt of scholarship from any other source.
- iv) The student should have passed the previous qualifying examination in 1st Class / Division. (Minimum 60% Marks)

**Important :** Please ensure that all the columns of the application form are answered fully and that the required documents are attached to facilitate the award of scholarship. Incomplete applications are likely to be filed.