

DOCUMENTS REQUIRED FOR PART DISBURSEMENT OF **EDUCATION LOAN**

- 1. Loan Disbursement Format (Annexure A)**
- 2. IITB ASC portal Semester Fee demand print.**
- 3. IITB ASC portal Mess Fee demand print.**
- 4. Last semester Mess fee payment receipt (Warden Letter in Original).**
- 5. Last Semester fee payment receipt (Academic/Cash section stamped receipt – if not obtained at our end.)**
- 6. Latest Grade Sheet/Transcript (ASC portal / IITB office)**

Annexure A

NAME : _____

LOAN A/C. NO. : _____

COURSE: _____

ROLL NO. : _____

The Branch Manager,

State Bank of India

IIT Powai Branch, Mumbai-76

DATE : _____

Madam / Dear Sir,

DISBURSEMENT OF SCHOLAR LOAN

I have been sanctioned Scholar Loan through above mentioned account number from your branch. At present I have appeared the _____ semester of my _____ year at IIT Bombay / SJMSOM.

I kindly request you to please disburse my captioned Loan A/c. and pay for my next semester i.e. (*tick below*)

[] 1ST SEM. [] 2ND SEM. [] 3RD SEM. [] 4TH SEM. [] 5TH SEM. [] 6TH SEM. [] 7TH SEM. [] 8TH SEM. [] 9TH SEM. [] 10TH SEM. as mentioned below and authenticated by me/us.

<u>Purpose/Particulars</u>	<u>Cheque/DD/Trf. favouring</u>	<u>Amount in Rs.</u>
1. SEMESTER FEE	THE REGISTRAR, IIT BOMBAY	Rs. _____
2. MESS FEE	THE WARDEN, HOSTEL NO. _____, IIT BOMBAY	Rs. _____
3. _____	_____	Rs. _____

I am aware that I need to submit required payment proofs, ASC portal present fee demand prints, all my previous payment receipts (IITB / SOM) in original & copies of last sem. (*previous to ticked*) grades/results.

REMARKS (if any) : I undertake, _____
_____.

SIGNATURE/s

IF APPLICABLE: I/we request to deduct/debit the margin payment from my S.B.A/c.No. _____
Rs. _____

SIGNATURE/s

Additional Information :-

Latest Hostel address : No. _____ Room No _____

E-mail Id : _____

Contact No. (Self) : _____

Contact No. (Parent) : _____

For Office Use Only:-

All the terms & conditions of sanction & disbursement for captioned loan are complied. Please partially/fully disburse the loan of Rs. _____ (Total) by remitting the funds as per borrower's request above.

Verified & Recommended.

Approved. Please disburse.

Authorised Official / Dy. B. M.

Dy. B. M. / C.M./ B.M.