**Application Form**

NUST SEECS Alumni Association Scholarship Program

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant Name** |  | | | |
| **NUST Registration Number** |  | | | |
| **CNIC** |  | | | |
| **Application Status (Official Use Only)** | LEVEL 00 | LEVEL 01 | LEVEL 02 | LEVEL 03 |
| **Evaluator Initials & Signatures** |  | | | |
| **Comments** |  | | | |



SECTION 01: Instructions

* Applicants are encouraged to read the document “NUST SEECS AA SP Student Guide” referred as Student Guide here onwards, before submission of application. It will provide understanding of scholarship program gateways, selection criteria and other related information.
* All details will be kept highly confidential with SAA office. You are encouraged to share as much information as you can, as it will help the selection committee.
* Counterfeit/Wrong information may lead to disqualification from scholarship program or refund of all the payment received as scholarship awardee or disciplinary action against candidate.
* Affidavit should be submitted after final selection of candidates while certificate/educational records will be submitted with applicants and guardian/parents signatures at the time of application submission.
* Any queries should be directed to [saasp.contactus@seecs.edu.pk](mailto:saasp.contactus@seecs.edu.pk), the query will be answered via e-mail within two working days.
* Application form should **NOT** be handwritten as handwritten applications will not be entertained.
* Submit Hardcopy of application form along with supporting documents to SEECS Reception.
* Ensure that your application is sealed in an envelope (Refer to Student Guide).
* Email soft-copy of the application form (word format) to [saasp@seecs.edu.pk](mailto:saasp@seecs.edu.pk) with subject line as your complete 13-digit CNIC.
* The hard-copy should be delivered to SEECS Reception or posted to:

Ms. Shafaq Soomro

School of Electrical Engineering & Computer Science

NUST, Sector H-12,

Islamabad, Pakistan

Tel: 051-90852400, 051-90852381

* Soft-copy **AND** Hard-copy of this application **BOTH** should reach the above mentioned email and postal addresses respectively by the given deadline.
* Incomplete/late submissions will **NOT** be entertained.
* Fill in the application form in **CAPITAL** letters.

# SECTION 02: Definitions:

* **Family:** Includes father, mother(s), brother(s) and sister(s)
* **Computerized National Identification Card (CNIC):** a valid computerized National Identification Card issued by NADRA, expired CNIC will not be considered in any case.
* **CNIC Number:** 13-digit number mentioned on CNIC issued by NADRA. For records, CNIC Number will be mentioned without dashes. For example, 12345-1234567-1 will be written as 1234512345671
* **University Registration Number:** Registration Number issued by NUST. Always write full registration number. For example YYYY-NUST-COLLEGE-NUMBER or 2003-NUST-BICSE-090
* **Siblings:** Brother(s) and Sister(s)
* **SAA:** NUST SEECS Alumni Association
* **NTN:** National Taxation Number issues by FBR for income tax filing
* **Currency:** Currency used in this document is Pakistani Rupee, mentioned as PKR here onwards.
* **Approx.:** Income and funding details should be mentioned on monthly basis. Approximation is allowed with maximum difference of +/- 5%
* **Gross Income:** Total take home income (after application of all taxes)
* **Relationship:** Brother (B), Sister (S), Mother (M) and Father (F)
* **Occupation:** Family members occupation classifications are Government Service (GS), Private Job (PJ), Agricultural/Farming (AF), Self Employed (SE), Others (O)

# SECTION 03: Personal and Family Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BIODATA** | | | | | |
| 1. | Name of School | SCHOOL OF ELECTRICAL ENGINEERING AND COMPUTER SCIENCES | | | |
| 2. | Applicant Name |  | | | |
| 3. | Gender | ☐MALE ☐FEMALE | | | |
| 4. | Degree Title/Program Name |  | | | |
| 5. | Applicant Registration Number |  | | | |
| 6. | Applicant CNIC Number |  | | | |
| 7 | APPLICANT MOBILE NUMBER |  | | | |
| 8. | APPLICANT E-MAIL ADDRESS |  | | | |
| 9. | Date of Birth |  | | | |
| 10. | Age |  | | | |
| 11. | Place of Birth |  | | | |
| 12. | Marital Status | ☐SINGLE ☐MARRIED ☐ DIVORCED | | | |
| 13. | Present Address |  | | | |
|  | | | |
| 14. | Permanent Address |  | | | |
|  | | | |
| 15. | APPLICANT FATHER’S NAME |  | | | |
| 16. | APPLICANT FATHER’S CNIC |  | | | |
| 17. | STATUS | ☐ALIVE ☐DECEASED | | | |
|  | Answer Q18 to Q19, if you have checked DECEASED in Q17 | | | | |
| 18. | APPLICANT GUARDIAN’S NAME |  | | | |
| 19. | APPLICANT GUARDIAN’S CNIC |  | | | |
| 20. | PROFESSIONAL STATUS | ☐EMPLOYED☐ RETIRED ☐BUSINESS | | | |
| 21. | NAME OF EMPLOYER |  | | | |
| 22. | OFFICE ADDRESS |  | | | |
|  | | | |
| 23. | LANDLINE (OFFICE) |  | | | |
| 24. | FATHER’S MOBILE NUMBER |  | | | |
| 25. | DESIGNATION /GRADE |  | | | |
| 26. | Total Monthly Gross Income (PKR) |  | | | |
| 27. | Total Annual Gross Income (PKR) |  | | | |
| 28. | TOTAL MEMBERS IN FAMILY |  | | | |
| 29. | SIBLINGS COUNT |  | | | |
| 30. | APPLICANT MARRIED SIBLINGS | LIVING WITH FAMILY |  | LIVING SEPARATELY |  |
| **WORKING EXPERIENCE –** *Answer Q32 till Q37, if you will check YES in Q31* | | | | | |
| 31. | Are you working? | ☐YES☐ NO | | | |
| 32. | Designation |  | | | |
| 33. | Name of Employer |  | | | |
| 34. | EMPLOYER ADDRESS |  | | | |
|  | | | |
| 35. | Total Monthly Gross Income (PKR) |  | | | |
| 36. | Total Annual Gross Income (PKR) |  | | | |
| 37. | Applicant NTN |  | | | |

# SECTION 04: Education Credentials

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **EDUCATIONAL BACKGROUND** | | | | | | |
| 38. | EDUCATIONAL RECORDS | | | | | |
| EDUCATION  LEVEL | | COURSE  NAME | INSTITUTE NAME AND ADDRESS | TUTION FEE  (PKR) | TO-FROM  (MM/YYYY) | DIVISION/CGPA/  PERCENTAGE |
| MASTERS | |  |  |  |  |  |
| BACHELORS | |  |  |  |  |  |
| INTERMEDIATE | |  |  |  |  |  |
| MATRICULATION | |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SCHOLARSHIP DETAILS** – *Fill up the following table, if you will answer YES to Q39* | | | | |
| 39. | HAVE YOU EVER BEEN AWARED WITH a SCHOLARSHIP? | | | ☐YES☐ NO |
| funding agency | | scholarship amount (pkr) | scholarship duration  (in months) | CLASS/EDUCATION LEVEL |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
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|  |  |
| --- | --- |
| 40. | PERSONAL STATEMENT – *Explain your suitability for this scholarship in no more than 100 to 150 words.* |
|  | |

# SECTION 05: Accumulative Asset/Income Information of Parents/Guardian/Family

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SUMMARY OF SOURCES OF INCOME** – *Self income should be included, if applicable* | | | | | | | |
| 41. | TOTAL MONTHLY FAMILY INCOME (PKR) | | |  | | | |
| 42. | TOTAL ANNUAL FAMILY INCOME (PKR) | | |  | | | |
| **DETAILS OF SOURCES OF INCOME** | | | | | | | |
| S # | FAMILY MEMBER  NAME | RELATIONSHIP  (B/S/F/M) | OCCUPATION\* | EMPLOYER/  ORGANIZATION NAME | DESIGNATION | INCOME  (GROSS) | INCOME  (NET) |
| A |  |  |  |  |  |  |  |
| B |  |  |  |  |  |  |  |
| C |  |  |  |  |  |  |  |
| D |  |  |  |  |  |  |  |
| E |  |  |  |  |  |  |  |
| F |  |  |  |  |  |  |  |
| G |  |  |  |  |  |  |  |
| H |  |  |  |  |  |  |  |
| I |  |  |  |  |  |  |  |
| J |  |  |  |  |  |  |  |

*\*see definition section for details*

|  |  |  |
| --- | --- | --- |
| **ELIGIBLE TO ZAKAT**  *Please provide supporting document, a confirmation on stamp paper from authority (nazim) of your area.* | | |
| 43. | ARE YOU ELIGIBLE TO RECEIVE ZAKAT? | ☐YES ☐ NO |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 44. | ARE YOUR SIBLINGS STUDYING? | | | ☐YES☐ NO | | | |
| **SUMMARY OF TOTAL FEES/TUTION FEES** – – *Fill the rest of the table, if YES is selected for Q44* | | | | | | | |
| **DETAILS OF SIBLINGS STUDYING** | | | | | | | |
| S # | SIBLING NAME | RELATIONSHIP  (B/S) | INSTITUTE NAME & ADDRESS | | TUTION FEE  (PKR) | SCHOLARSHIP AMOUNT (PKR) | FUNDING AGENCY |
| A |  |  |  | |  |  |  |
| B |  |  |  | |  |  |  |
| C |  |  |  | |  |  |  |
| D |  |  |  | |  |  |  |
| E |  |  |  | |  |  |  |
| F |  |  |  | |  |  |  |
| G |  |  |  | |  |  |  |
| H |  |  |  | |  |  |  |
| I |  |  |  | |  |  |  |
| J |  |  |  | |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL ASSET INFORMATION AND ITS INCOME** | | | | | | | | | | |
| 45. | Total Asset Income (PKR) – *Annual income should be approximated to monthly* | | | | | | |  | | |
| Income Source | | Father | | Mother | Spouse | | Self | Other | Total | |
| Property Rent | |  | |  |  | |  |  |  | |
| Land Lease | |  | |  |  | |  |  |  | |
| Bank Deposits | |  | |  |  | |  |  |  | |
| Shares/Securities | |  | |  |  | |  |  |  | |
| Misc. 01 | |  | |  |  | |  |  |  | |
| Misc. 02 | |  | |  |  | |  |  |  | |
| Total | |  | |  |  | |  |  |  | |
| **SUMMARY OF TOTAL MONTHLY INCOME** | | | | | | | | | |
| S # | FAMILY MEMBER NAME | | RELATIONSHIP(F/M/B/S) | | | AMOUNT (PKR) – Take home amount only | | | |
|  |  | |  | | |  | | | |
|  |  | |  | | |  | | | |
|  |  | |  | | |  | | | |
|  |  | |  | | |  | | | |
|  |  | |  | | |  | | | |
|  |  | |  | | |  | | | |

# SECTION 06:Family Expenditures

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SUMMARY OF FAMILY EXPENDITURES** – *Self income should be included, if applicable* | | | | | |
| 46. | TOTAL MONTHLY FAMILY EXPENDITURE (PKR) |  | | | |
| 47. | TOTAL ANNUAL FAMILY EXPENDITURE (PKR) |  | | | |
| **DETAILS OF EXPENDITURES** | | | | | |
| 48. | ACCOMMODATION EXPENDITURES (PKR) |  | | | |
| A | Accommodation Type | ☐Bungalow ☐Apartment/Flat ☐Self  ☐Town House ☐Village House | | | |
| B | House Plot Size (Sq.ft.) |  | | | |
| C | TOTAL MONTHLY RENT (PKR) | MONTHLY |  | ANNUAL |  |
| 49. | UTILITIES EXPENDITURES (PKR) |  | | | |
| A | AVERAGE BILL COST (LAST 6 MONTHS) | ELECTRICITY |  | GAS |  |
| B | last month utility bills paid | ELECTRICITY |  | GAS |  |
| 50. | MONTHLY FOOD/KITCHEN EXPENDITURE (PKR) |  | | | |
| 51. | MONTHLY MEDICAL EXPENDITURE (PKR) |  | | | |
| 52. | MONTHLY TRAVEL EXPENDITURE (PKR) |  | | | |
| 53. | MONTHLY MISC. EXPENDITURE (PKR) |  | | | |
| 54. | MONTHLY APPLICANT EXPENDITURE (PKR) |  | | | |
| A | TUTION FEE |  | | | |
| B | HOSTEL DUES |  | | | |
| C | FOOD |  | | | |
| D | MISC. EXPENDITURES |  | | | |

***Note:*** *Currency of all expenditures is PKR*

|  |  |  |
| --- | --- | --- |
| **SUMMARY OF MONTHLY CASH FLOW** – *Copy figures from previous sections identified* | | |
| I. | TOTAL MONTHLY INCOME |  |
| II. | TOTAL MONTHLY EXPENDITURE |  |
| 55. | NET MONTHLY REMAINING INCOME |  |

|  |  |  |
| --- | --- | --- |
| **SUMMARY OF ANNUAL CASH FLOW** – *Copy figures from previous sections identified* | | |
| I. | TOTAL ANNUAL INCOME |  |
| II. | TOTAL ANNUAL EXPENDITURE |  |
| 56. | NET ANNUAL REMAINING INCOME |  |

|  |  |
| --- | --- |
| 57. | EXPLANATION – *for negative values in Q55or/and Q56, explain why and how will it be managed by family* |
| [Maximum length is 100 Words] | |

# SECTION 07: Financial Arrangements of Current Year

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FINANCIAL ARRAGEMENTS FOR CURRENT YEAR** – *identify all sources for funding* | | | | | | | |
| 58. | Total Annual Funds Available (PKR) | | |  | | | |
| S # | INCOME SOURCE | FATHER | MOTHER | SPOUSE | SELF | OTHER | TOTAL |
| a | SALARY/EARNINGS |  |  |  |  |  |  |
| b | FAMILY/FRIEND ADVACNES |  |  |  |  |  |  |
| c | BANK LOANS |  |  |  |  |  |  |
| d | SCHOLARSHIPS/FUNDING |  |  |  |  |  |  |
| e | OTHERS |  |  |  |  |  |  |
| f | TOTAL |  |  |  |  |  |  |

# SECTION 08: Undertaking and Certificate

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 59. | UNDERTAKING | | | |
| 1. The information given in this application is true to the best of my knowledge and I understand that any incorrect information will result in the cancellation of application. If any information given in this application is found incorrect or false after grant of financial assistance, SAA will stop further assistance and the student will have to refund all the payment received and/or penalty equal to the total scholarship amount. 2. SAA reserve the rights to use the information given in this form for verification and other purposes. 3. In case of omission in providing incomplete/counterfeit information, SAA reserve the rights to engage university to take any discipline which may result in cancellation of admission. | | | | |
| ☐I agree with undertaking | | | | |
| APPLICANT SIGNATURE | |  | FATHER/GUARDIAN SIGNATURE |  |
| APPLICANT NAME | |  | FATHER/GUARDIAN NAME |  |
| DATE | |  | DATE |  |

# SECTION 09: Affidavit (ATTACH HERE)

*SPECIMEN*

***This agreement must be executed on stamp paper, other papers not acceptable, and type one side of paper only. This Agreement needs to be submitted AFTER FINAL SELECTION ONLY.***

**Deed of agreement**

**For Undertaking a Course of Studies under the Scheme**

Mr. / Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ son/ daughter of \_\_\_\_\_\_\_\_\_\_Computerized NIC No. \_\_\_\_\_\_\_\_\_\_\_\_ University Reg # \_\_\_\_\_\_\_\_\_\_\_\_Dept. of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ studying in the College/School/Centre \_\_\_\_\_\_\_\_\_\_\_\_

hereby called the Approved Student has been selected by National University of Sciences and Technology for the award of scholarship under NUST SEECS Alumni Association Scholarship Program in the field of study of (discipline) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for completion of (program)\_\_\_\_\_\_\_\_\_\_\_\_academic program. The approved student has agreed to accept the award of the scholarship on the terms and conditions governing the scholarship award.

Now this deed witnesses as under:

1. The payment of allowances admissible under the scholarship program shall be made subject to the complete adherence to all rules and regulations governing the scholarship program as well as satisfactory performance in the authorized studies.
2. The student shall not change the specified course of studies nor register himself/herself for any other course or program/University/Institute without prior approval of the NUST.
3. The student shall not extend the specified period of studies without prior approval of the NUST. **In case of selection at any other scholarship scheme the student will immediately report the same at the university.**
4. In case the scholar fails to qualify the course/degree for which he/she was awarded scholarship, the NUST reserves the right to recover all the payment received and or a penalty equal to total scholarship amount from the Scholars/Guarantor.
5. The Parents/Guardian of the student are unable to financially support his/her education.
6. The Scholarship will be terminable in the following cases:
   1. If the student fails to maintain class attendance of 75%.
   2. If the student is involved in malicious/undesirable activities.
   3. If the student fails to obey or act in accordance with NUST’s order directing him/her, he/she will be liable to action under the acts/rules in force in the country.
   4. If the student is punished because of his involvement in violation of the university rules, damage to institute property, misbehavior with staff or colleagues or any other disciplinary action.
   5. If the student fails to maintain academic standards of the university (standards in general and those particular to this scholarship and issued separately).
7. **If the information provided by the student is found incorrect or false at any time during his study period, he may be penalized, which may result into cancellation of his admission**.

AND THE STUDENT FURTHER COVENANTS, that in case of breach of any of the above terms and conditions as well as the rules / terms and conditions those governing scholarship award and / or his / her failure as directed by the NUST for the specified period, the student shall be bound to obey the orders as prescribed and assessed by the NUST shall be final and conclusive.

IN WITNESS WHEROF, the parties aforementioned have signed this deed in token of acceptance thereof.

Date: Date:

Signature of Student\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Parent /Guarantor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: Name:

NIC No. NIC No.

Signature of Witness No. 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Witness No. 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: Name:

NIC No. NIC No.

# SEction 10: Zakat Eligibility Supporting Document (from Area Authority/Nazim)

**UNDERTAKING**

***This agreement must be executed on stamp paper, other papers not acceptable, and type one side of paper only. This Agreement needs to be submitted ATTACHEED WITH THE APPLICATION FORM.***

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O D/O W/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ bearing CNIC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, here by declare that Mr./Miss/Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S/O D/O W/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ bearing CNIC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ can receive Zakat, as per Islamic Rules and Regulations.

SAA can talk any disciplinary action against Verifier or Applicant for the counterfeit/false information.

Date: Date:

Signature of Student\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Verifier\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: Name:

NIC No. NIC No.

Signature of Witness No. 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Witness No. 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: Name:

NIC No. NIC No.

# SECTION 11: Check List

|  |  |
| --- | --- |
| **Items** | **Checks** |
| Completed Form – NUST SEECS AA SP Form | ☐ |
| Applicant CNIC Copy | ☐ |
| Applicant University Registration Card Copy | ☐ |
| Parents/Guardian CNIC Copy | ☐ |
| Last Income Tax Returns Copy | ☐ |
| Salary Certificate/Pay slips (of all earning) | ☐ |
| Father | ☐ |
| Mother | ☐ |
| Guardian | ☐ |
| Utility Bills for Last Month | ☐ |
| Electricity | ☐ |
| Gas | ☐ |
| Attested Copy of Rent Agreement (If applicable) | ☐ |
| Last and Latest Fee Receipts of | ☐ |
| Self | ☐ |
| Siblings | ☐ |
| Medical/Other Related Expenditures Receipt (if applicable) | ☐ |
| Statement of Purpose (Section 4, Q40) | ☐ |
| Affidavit | ☐ |
| Zakat Eligibility Supporting Document (from Area Authority/Nazim) | ☐ |