



**Foundation for Advancement of Science & Technology
NATIONAL UNIVERSITY
of Computer and Emerging Sciences**



Study Loan Application Form

Brief guidelines for completing the Application

This form is to be used when applying for a Study Loan under the FAST Qarz-E-Hasna scheme. This is a need based award, aimed at bright indigent students to help them continue their studies at FAST-NU. In order to qualify, you must demonstrate need. The assessment of your application by the University shall be final. More information about the FAST-Study Loan Scheme is available at www.nu.edu.pk. This form is for use by new students of FAST-NU, in line with the deadlines announced by respective campuses.

How to apply

1. Complete and sign this form (follow the instructions given in the form)
2. Enclose the required documentation (listed below)
3. Submit the application as per deadlines announced by your respective FAST-NU campus.

Rejection of your application

An application for study loan can be rejected if the application does not include the information or documentation necessary to process the case.

Required documents

Please enclose the following documents:

- Salary/Pension Certificate in respect of Father/Guardian, Mother, Brothers and Sisters
- Income Tax Return in respect of Father/Guardian, Mother, Brothers and Sisters
- Telephone bills (most recent/family residence)
- Gas bills (most recent/ family residence)
- Electricity bills (most recent/family residence)

To get the quickest response

You can get the quickest possible response to your application if the application forms are completed correctly and the necessary documents are enclosed. Therefore, it is very important that you carefully complete the form and remember to enclose all the necessary documentation.

For more information

More information about the regulations for Study Loan Scheme is available at www.nu.edu.pk.

Please note:

It is applicant's responsibility to provide accurate information about all income earned by the family and all property owned by the family, as at the time of application. Family, for the purposes of this application includes Father/Guardian, Mother, and Brothers and Sisters.

For Official Use Only:			
Date received	Received by (name stamp and signature)	Application Number	Comments

SECTION A: PERSONAL INFORMATION

A.1 Information about the applicant: Student

Name		CNIC#			
FAST-NU Roll#	Degree	Campus	<input type="checkbox"/> Islamabad	<input type="checkbox"/> Lahore	
			<input type="checkbox"/> Karachi	<input type="checkbox"/> Peshawar	
Postal Address					
		Cell number			

Email address

A.2 Information about Father/Guardian: Father Guardian

Name		CNIC#			
Postal Address					
Telephone number		Cell number			
Email address					
Profession		Employment Status: <input type="checkbox"/> Working <input type="checkbox"/> Retired			

EMPLOYMENT HISTORY: Latest employment first. List last 4. If currently retired, please include pension.

From (mm-yy)	To (mm-yy)	Designation	Organization	Monthly Salary

A.3 Information about Mother (Complete all that applies)

Name		CNIC#			
Postal Address					
Telephone number (Land line)			Telephone number (Mobile)		
Email address					
Profession: <input type="checkbox"/> Service <input type="checkbox"/> Business <input type="checkbox"/> House Wife			Employment Status: <input type="checkbox"/> Working <input type="checkbox"/> Retired <input type="checkbox"/> House Wife		

EMPLOYMENT HISTORY: Latest employment first. List last 4. (only if applicable)

From (mm-yy)	To (mm-yy)	Designation	Organization	Monthly Salary

A.4 Information about brothers/sisters in school/not working (Complete all that applies. Include all brothers and sisters)						
Name (Eldest First)	Date of Birth	Relation Brother/ Sister	Educational institution and grade/ class		Annual tuition fee	Annual financial aid/ loan/ Scholarship
A.5 Information about the brothers/sisters employed (Complete all that applies. Include all brothers and sisters)						
Name (Eldest First)	Date of Birth	Relation Brother/ Sister	Profession Service/ Business	Designation	Company	Monthly Income

SECTION B: CURRENT MONTHLY FAMILY INCOME
 (List all family income by source. Include earnings of Father/Guardian, Mother, and Brothers and Sisters.)

B.1 Family income from Salary/Pension Income		
Relation	Average Monthly Income	Employer(s)
Father/Guardian		
Mother		
Brothers/Sisters (Combined Monthly Salary/ Income)		

B.2 Family income from Business including agricultural income

Relation	Average Monthly Income	Name and Type of Business
Father/Guardian		
Mother		
Brothers/Sisters (Combined business income)		

B.3 Family income from investments (Dividends, Interest on shares, bonds, fixed deposits etc)

Relation	Average Monthly Income	Name of Investment e.g. shares, bonds, fixed deposits
Father/Guardian		
Mother		
Brothers/Sisters (combined Investment Income)		

B.4 Family income from rental/other income (Include income from all sources not listed above)

Relation	Average Monthly Income	Source e.g. Rental income/Other
Father/Guardian		
Mother		
Brothers/Sisters (Combined Monthly Salary Income)		
TOTAL: Monthly family income (Pak Rs.)		

SECTION C: WEALTH ASSESSMENT

(List all assets and property owned by the family, classified by source. Include all owned by Father/Guardian, Mother, and Brothers and Sisters.)

C.1 List residential, commercial and agricultural properties owned by the family					
S #	Address	Property Type: Commercial/Residential Plot/Constructed	Area (Square Feet)	Approximate market value	Status (Self Occupied/ Rented out/Vacant)
1					
2					
3					
C.2 List motor vehicles owned by the family					
S #	Make and Model (year)	Registration #		Approximate Market Value	
1					
2					
3					
4					
C.3 List investments and valuables (shares, bonds, fixed deposits, gold etc)					
S #	Investment Type	Face value		Approximate Market Value	
1					
2					
C.4 List all other assets (Include all family assets not listed above)					
S #	Investment Type	Face value		Approximate Market Value	
1					
2					
3					
TOTAL: Family assets - Approximate market value (Pak Rs)					

SECTION D: UTILITY EXPENSES

D.1 Telephone expenses (Both land and mobile) (Monthly average bill)		
Telephone #	Average Monthly Bill	
D.2 Electricity expenses (Monthly average bill)		
Consumer Number	Address	Average Monthly Bill
D.3 Gas expenses (Monthly average bill)		
Consumer Number	Address	Average Monthly Bill
TOTAL: Monthly family utility expenditure (Pak Rs)		

Section E: Principal applicant signatures

You are obligated to provide the information necessary for deciding whether you are eligible for a Study Loan. Failure to provide the correct and complete information will result in refusal. University reserves the right to pursue disciplinary and/or legal action in cases of inaccurate statement or forged documents.

By signing below, I confirm that I have read, understood and accepted the terms laid out Study Loan Handout, issued by FAST, and that all the information submitted with this application is true.

Date and place	Signature
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Section F: Applicant's Father/Guardian signatures

You are obligated to provide the information necessary for deciding whether you are eligible for a Study Loan. Failure to provide the correct and complete information will result in refusal. University reserves the right to pursue disciplinary and/or legal action in cases of inaccurate statement or forged documents.

By signing below, I confirm that I have read, understood and accepted the terms laid out Study Loan Handout, issued by FAST, and that all the information submitted with this application is true.

Date and place	Signature
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Did you remember everything?

If your application is correctly filled out and contains the required documents, we can process the case faster.

It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below to verify that the application is complete and correct.

Checklist

Please submit necessary documentation to support the information you have provided in this application. Before submitting the application, please ensure that you have included the following documents:

- Salary/Pension Certificate in respect of Father/Guardian, Mother, Brothers and Sisters
- Income Tax Return in respect of Father/Guardian, Mother, Brothers and Sisters
- Telephone bills (most recent/family residence)
- Gas bills (most recent/ family residence)
- Electricity bills (most recent/family residence)

It is important that you have

answered all questions and have

Signed and dated the application in section 9.

Remember that you must provide all the information that may be necessary, for assessment of your application. It is the responsibility of the applicant, to provide information about all the income, and assets owned by the family members. Failure to serve complete and accurate information will invite disciplinary action and possible legal action.