F/QSP 02/01/00

Internal Memo

☐ URGENT ☐ INFO ONLY

☐ IMMEDIATE ☒ ROUTINE

To:	**FE** Class Advisor, Industrial & Manufacturing Engineering Deptt.	From:	Controller Students' Affairs
Subject:	**Zubaida & Jalal Scholarship 2016.**	Ref:	DSA / 103
		Date:	18-1-16

The sponsor of subject scholarship intends to award 02 scholarships to the ***First Year Industrial & Manufacturing Engineering Department***.

In this connection, you are requested to kindly forward the cases of the deserving students of your department in the enclosed Prescribed Scholarship Application Form. for subject scholarship on **Need-cum-Merit** Basis.

The form Specimen is attached herewith. Anyhow Photocopy of the form is acceptable. The candidates may also be advised to verify part 1 (d) of the form by the Accounts Department.

The required documents as mentioned in the application form must be attached. **Incomplete applications will not be entertained**.

The applications along-with necessary documents may please be forwarded by the respective Class Advisor through the concerned Chairman to Student Affairs Department, at Engr. Wahab Shaikh Students' Facilities Centre on / before **27-01-2016** for onward transmission to the sponsoring agency.

Kindly display the attached notice of scholarship on the departmental notice board.

N.B.
1-the application form completed in all respect must be considered and entertained.
2-Students admitted under self finance scheme are not eligible for this scholarship.
3-The applicants must not getting scholarship / financial assistance from any other source.
4-The candidate must open the account in the Bank from transfer of scholarship amount if awarded.

AC/SA
18/01/2016.

Controller Students' Affairs

Encl: As above.

Copy to:
Chairman Ind. & Mfg. Engg. Deptt.

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY KARACHI
DEPARTMENT STUDENT AFFAIRS

ANNOUNCEMENT OF SCHOLARSHIP

DSA/ 103 Dated: 18-1-2016.

TITLE OF SCHOLARSHIP: Zubaida & Jalal Scholarship 2016. (For First Year Industrial & Manufacturing Engineering Department .)

A- NATURE OF SCHOLARSHIP / ELIGIBLITY:	B- CRITERIA:
▪ Need-cum-Merit Basis ▪ Merit-cum-Need Basis ▪ Hardship Basis ▪ Merit Basis.	▪ The applicants must be needy for financial assistance. ▪ The students must pass and obtain marks not less than **75%** in previous examinations at their first attempt. ▪ Scholarship open to all eligible candidates male / female. ▪ The candidate must not getting any scholarship / financial assistance from other sources.

C- ESSENTIAL DOCUMENTS / INFORMATION REQUIRED

1. Mark Certificate(s) of all engineering examinations / S.S.C./ H.Sc/ B.Sc. (if applicable) for students of first year engg.
2. University Identity Card.

D- ADDITIONAL DOCUMENTS / INFORMATION REQUIRED FROM THE CANDIDATES APPLYING ON

NEED-CUM-MERIT BASIS	MERIT-CUM- NEED BASIS	HARDSHIP BASIS
1. Salary certificate of father / guardian, if employed. 2. Updated Pension Book of father / guardian, if retired. 3. An affidavit of income verification if the father / guardian is engaged in a business. 4. National I.D. Card / B. Form of all dependants.	1. (a) Salary certificate of father / guardian, if employed. (b) Updated Pension Book of father / guardian, if retired. (c) An affidavit of income verification if the father / guardian is engaged in a business. 2. National I.D. Card / B. Form of all dependants. 3. Matriculation Certificate. 4. Affidavit on Rs. 20/- Stamp Paper confirming that the candidate is not receiving any other scholarship which should be verified by the University 5. Additional Documents, (as desired by the sponsor).	1. A death certificate issued by Karachi Metropolitan Corporation (attested) / An Original Affidavit from notary public indicating that the student's father / bread earned has passed away. 2. Salary certificate of father / guardian, if employed. 3. Updated Pension Book of father / guardian, if retired. 4. An affidavit of income verification if the father / guardian is engaged in a business. 5. Medical certificate in case of serious illness / injury of father / guardian. 6. National I.D. Card / B. Form of all dependants. 7. A statement from the student explaining the neediness and justification for above scholarship. 8. Student's birth certificate to establish paternal relationship (attested) / An Original Affidavit from a notary public indicating student's relationship with deceased. 9. E-mail address.

E- HOW TO APPLY:

Interested candidates may obtain prescribed application forms from their class advisors. The same forms along-with required attested documents may be submitted to CSA Office through Class Advisors / Chairman on / before stipulated time.

* Copies of all the documents submitted along with the application must be attested by Officer of Grade 17 or above / Councilor / Nazim of the concerned Union Council.

* Any other documents may be asked if required.

F- Dead Line 27-01-2016

N.B: The students should provide true & correct information and the required information must not be concealed or changed in any way.

Controller Students' Affairs

NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY

APPLICATION FOR THE SCHOLARSHIP

Kindly paste your photograph here

NAME OF SCHOLARSHIP _____

ACADEMIC YEAR _____

1. PARTICULARS OF APPLICANT

a. CATEGORY OF ADMISSION:- _____

b. NAME _____ Father's Name _____

(i) Class _____ (ii) Roll No. _____

(iii) Discipline _____ (iv) Batch _____

(v) District _____ (_____) (vi) Province _____

(vii) Student's Cell #. _____ (viii) Student's Alternate Contact # _____

(ix) E-mail Add: _____

(x) Residential Address _____

(xi) Permanent Address _____

(xii) Father ☐ Deceased ☐ Alive

If alive ☐ Retired ☐ In service ☐ Business

(xiii) Mother ☐ Deceased ☐ Alive

If alive ☐ House wife ☐ In service ☐ Business

c. INFORMATION FATHER / GUARDIAN.

(i) Name _____ (ii) Relation with applicant _____

(iii) Occupation _____ (iv) Gross Salary / Income _____

(v) No. of earners _____ (vi) Total family income _____

(Attach Income Certificates / Affidavit)

(vii) Tel. Contact No. Res _____ Office _____

(viii) Residential Add. _____

(ix) Monetary Assistance Amount) _____

Given by Guardian (if guardian is other than father)

d. SCHOLARSHIP PREVIOUSLY AVAILED (YES/NO) (OR APPLIED) _____

(To be verified by the Account Deptt.)

a) Particular of Scholarship _____

b) Amount awarded Rs. _____ c) Bank Account No. _____

e. LIST OF DEPENDANTS (Father/Guardian)

S. No.	Name	Relation	Age	Studying , Class / Job

Total No. of Dependents in words _____

2. **ACADEMIC RECORD OF THE LAST EXAMINATION(S)**

Class / Year	Seat No.	Total Max Marks CGPA	Marks Obtained GPA / CGPA	Percentage	Merit Position (if any)

3. **DECLARATIONS**

a. I hereby declare that the facts and figures entered in the application are correct to the best of my knowledge and I take full responsibility for correctness of the entries made herein. The Awarding Committee of the University can take any action against me if any of the entry in the application is found wrong and fake.

b. I hereby declare that, if the scholarship be awarded to me, I abide all the rules of financial assistance.

_____

Signature of Applicant

c. Certified that the above statement of my son/daughter/ ward is correct and true.

_____

Signature of Father / Guardian

Forwarded and duly recommended

_____ _____

Signature of Class Advisor **Signature**
Chairperson of the Department

PHOTOCOPIES OF THE FOLLOWING DOCUMENTS TO BE ATTACHED.

a) Mark Certificate(s) of all engineering examinations / S.S.C. & H.Sc / B.Sc. marks certificate for students of first year engineering.
b) (i) Salary certificate of father / guardian, if employed.
(ii) Updated Pension Book of father / guardian, if retired.
(iii) In case of father /guardian has business an affidavit of income verification in original.
c) National I.D. Card / "B" Form of all dependants.
d) University Identity Card.

Note:

i) Photocopies submitted along with the application must be attested by Officer of Grade 17 or above / Councilor / Nazim of the concerned Union Council.
ii) The University is authorized to demand any document whenever required.