F/QSP 02/01/00

Internal Memo

☐ URGENT ☐ INFO ONLY
☐ IMMEDIATE ☒ ROUTINE

To:	**Second Year Class Concerned Advisors (through respective Chairperson)**	From:	Controller Students' Affairs
Subject:	Professional Education Foundation 2016 (Interest Free Loan OR on Zakat Basis)	Ref:	DSA/276
		Dated	3-2-16.

The Professional Education Foundation intends to award the **additional scholarship** to the following students.

Sr. #	Name with Father's Name	Class (Discip) R. No. / Batch
1.	ARISHA ERAJ D/o ERAJ LATEEF	Second Year / (CF-003) / 2014-2015
2.	SEHLA FAUQ D/o MUHAMMAD YOUNUS KHAN	Second Year / (EE-008) / 2014-2015
3.	MUHAMMAD ABDUL HALEEM S/o MUHAMMAD ASLAM	Second Year / (EE-133) / 2014-2015
4.	INSHA SIDDIQUI D/o MUHAMMED AHMED SIDDIQUI	Second Year / (CS-099) / 2014-2015
5.	MUHAMMAD ZOOFRAN MAHSOOD S/o SHAHBAZ KHAN	Second Year / (CE-061) / 2014-2015
6.	MUHAMMAD FAHAD S/o SIRAJ UDDIN	Second Year / (CS-109) / 2014-2015
7.	IQRA GULZAR D/o MUHAMMAD GULZAR MUGHAL	Second Year / (DS-027) / 2014-2015
8.	TAZEEN D/o MUHAMMAD SALEEM	Second Year / (DS-028) / 2014-2015

In this connection, you are requested to forward the cases of the above mentioned students on the attached prescribed scholarship form issued by PEF. However, photocopy of said form is also acceptable.

The required documents as mentioned in the application form must be attached by the applicants.

Required Attested Documents:

1- University Identity Card.
2- S.S.C & H.S.C Marks Certificates.
3- First Year Trascript (Spring & Fall Semester 2015)
4- Current Gross Salary Certificate or slip of the father and other earning member or a certificate from a local Councilor of Imam-e-Masjid.
5- Updated B Form / NIC of all dependants of father / guardian.
6- University Admission Fee Slip.
7- Hostel Fee Paid Slip. (if applicant is hosteler)
8- Medical Certificate if the candidate is suffering from any physical disability.
9- Death Certificate if parents(s) expired.
10- Two Passport Size photographs pertaining name written in block letters at the back.

The application forms along-with the required documents may please be forwarded by the respective Class Advisors and concerned Chairman to the Students' Affairs Department at Engr. Wahab Shaikh Students' Facilities Centre, on / before **10-02-2016** for onward transmission to the sponsoring agency.

The application form and affidavit may be downloaded from Portal (www.pl) or (www.thepef.com).

Please note that an affidavit will be required to be submitted after the provisional approval of the concerned student's application (The specimen of Interest Free Loan and Zakat Affidavits are also hereby attached).

03/02/2016 AC/SA

Encl: As above.

Controller Students' Affairs
03/02/16

Professional Education Foundation
Scholarship Form

Attach 2 photographs here

COLLEGE / UNIVERSITY: _____

DISCIPLINE: _____ DURATION OF STUDY: _____

NAME: _____ FATHER'S NAME: _____

DATE OF BIRTH: _____ CNIC NO: _____

PERMANENT HOME ADDRESS: _____

_____

TEMPORARY RESIDENCE: _____

_____

TELEPHONE NO: _____ CELL NO: _____

EMAIL ADDRESS: _____ RELIGION: _____

EDUCATION

EXAMINATION PASSED	MARKS OBTAINED / TOTAL MARKS	PERCENTAGE	BOARD	YEAR
MATRIC				
INTERMEDIATE				

FAMILY INFORMATION

OCCUPATION OF FATHER/GUARDIAN:

_____

MONTHLY INCOME (Attach Certificate): _____

NO OF FAMILY MEMBERS: _____

NO OF SIBLINGS STUDYING: _____

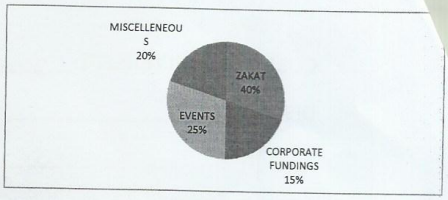
ADDITIONAL INFORMATION: ORPHAN OR HANDICAP ☐ YES ☐ NO

IF FATHER IS NOT ALIVE, WHO IS THE GUARDIAN:

NAME: _____ **RELATION:** _____

3rd Floor, 20-C, 26th Street, Tauheed Commercial Area, Phase V, D.H.A, Karachi
+92 213 5169024, info@thepef.com, www.thepef.com

Professional Education Foundation
Scholarship Form



TYPE OF FINANCIAL SUPPORT REQUIRED

1) Need Based Financial Support
2) Interest Free Loan from PEF
3) Interest Free Loan through Ihsan Trust (Please fill up the Ihsan Trust Qarz-e-Hasna Form and attach herewith. Form is available with the concerned university)

DATE: _____ SIGNATURE OF STUDENT: _____

Please briefly explain the reason for your eligibility for this scholarship:

_____
_____
_____
_____
_____
_____

UNIVERSITY COLLEGE CERTIFICATION

We certify and confirm that application of the student and its contents have been verified by the scholarship team headed by Prof._____ and to the best of our judgment based on interview and relevant documents are correct.

We recommend an amount of _____ for financial support / loan.

SIGNED

_____
PRINCIPAL OR VICE CHANCELLOR

_____
SEAL OF UNIVERSITY / INSTITUTION

_____
HEAD OF SCHOLARSHIP TEAM

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Professional Education Foundation
Scholarship Form

IMPORTANT INSTRUCTIONS

1. All the fields in the form are mandatory to be filled. Incomplete forms will not be entertained.

2. Please also note that by applying for financial assistance from PEF, it is implied that PEF reserves the right to use the student for the purpose of fund raising events and/or promotional activities as and when deemed necessary by the foundation.

3. Moreover, the student is obliged to share his/her contact details in case of any changes thereof. If PEF is unable to contact the student based on wrong/changed contact details, the scholarship may be terminated by the Foundation.

4. Please note that an affidavit will be required to be submitted after the provisional approval of your application. The intimation of provisional approval which will be sent to you directly with the text of affidavit giving necessary instructions.

5. Only applications received through College or University will be considered. The amount approved will be transferred directly to the University on behalf of the student's educational expenses.

For Interest Free Loan (IFL)/Qarz-e-Hasna(QH) Students:

For Karachi Students Only:

Students applying for Interest Free Loan through PEF will be obliged to pay Rs. 300 per month, immediately after receiving the IFL/QH. In case the student fails to fulfill this requirement, the grant of IFL may be limited/terminated, as deemed necessary by PEF.

For Other Students:

Students of cities other than Karachi are obliged to start repaying the loan after six months of their employment. The repayment will be in monthly installments, and the amount shall at least be Rs. 500 per month.

UNDERTAKING BY THE STUDENT

I have read and understood all of the above information, and agree to comply in whatever way PEF deems fit.

Name: _____ Contact No.: _____

Signature: _____ Date: _____

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Professional Education Foundation
Scholarship Form

CHECKLIST OF DOCUMENTS REQUIRED

Following documents are required to be attached along with the form:

1. One copy of University I.D. Card
2. Attested copies of Matriculation Mark Sheet and Certificate
3. Attested copies of Intermediate Mark Sheet and Certificate
4. One CNIC Copy/ Birth Certificate
5. Two recent passport size photographs (Please do not staple them. Attach with the help of a paper clip)
6. One Copy of Utility bills (Either Electricity or Gas)
7. One Copy of income certificate/Certificate from Union Council
8. One copy of death certificate in case of orphan/Certificate from Union Council
9. Medical Certificate in case of any disability/Certificate from Union Council

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Interest Free Loan

AFFIDAVIT

I _____ S/O _____

Resident of _____

having CNIC No _____ do solemnly state that:

1. I am the student of (College/University) _____ and I am finding it difficult to finance my education.
2. I request a loan from Professional Education Foundation (PEF) Karachi of Rs. _____ per year interest free till completion of my present education.
3. I confirm that I will abide by following terms and conditions of Interest Free Loan. A separate affidavit will be given by me for every new academic year.
4. I will start repaying Rs. 300 per month, immediately after I receive the scholarship. I am also aware of the fact that my scholarship will not get renewed for the next year, in case I have failed to pay 12 installments of Rs. 300 for the previous year. (For Karachi Students only).
5. I will start repaying at least Rs. 500 per month, after six months of getting employed. (For students of cities other than Karachi)
6. I will advise any changes in my address without fail, with my telephone, email and cell number.
7. In case I go abroad for job or for further education I will ensure that monthly installments are regularly paid to Professional Education Foundation (PEF).
8. I will have no objection if professional education foundation in case of breach of this affidavit takes legal or other actions including writing to my employer/ university in Pakistan and abroad or their consulate in Pakistan or use print or other media.
9. Professional Education Foundation (PEF) may consider and may agree to rescheduling installments if informed in advance and agreed.

Signature of the student: _____ Date: _____

Thumb Impression of the student: _____

Notary public: _____ Date: _____

Zakat Basis

AFFIDAVIT

I _____ S/O _____

Resident of _____

having CNIC No _____ do solemnly state that:

1. I am an adult and I do not posses or own any assets in any form equal or more than 7.5 Tola of Gold or 52 Tola silver.
2. Further I authorize Professional Education Foundation (PEF) Karachi to collect on my behalf as agent (as ordained by Sharia) Zakat / Donation and use it by paying my educational expenses directly to the University / College.

Signature of the student: _____ Date: _____

Notary public: _____ Date: _____

(This affidavit is only required once. This is a confidential document between student and the Professional Education Foundation (PEF) only).