



F/QSP 02/01/00

Internal Memo

URGENT INFO ONLY
 IMMEDIATE ROUTINE

To:	All First Year Class Advisor (through respective Chairperson)	From:	Controller Students' Affairs
Subject:	Professional Education Foundation 2018 (Interest Free Loan OR on Zakat Basis)	Ref:	DSA/ 2037
		Dated	12-12-17

The Professional Education Foundation intends to award the above scholarship to the most deserving students of First Year Engineering / Non Engineering on **Need-cum-Merit**. In this connection, you are requested to forward the cases of most deserving 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- Current Gross Salary Certificate or slip of the father and other earning member or a certificate from a local Councilor of Imam-e-Masjid.
- 4- Updated B Form / NIC of all dependants of father / guardian.
- 5- University Admission Fee Slip.
- 6- Medical Certificate if the candidate is suffering from any physical disability.
- 7- Death Certificate if parents(s) expired.
- 8- 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 **01-01-2018** 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).

- N.B.**
1. The respective class advisor may also be requested forward only the most deserving cases completed in all respect. No incomplete and late submission of application will be entertained for above scholarship.
 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 transaction of scholarship amount, if awarded.

Kamran Ad/SA
11/12/17

Encl: As above.


Controller Students' Affairs

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY KARACHI
DEPARTMENT STUDENT AFFAIRS

ANNOUNCEMENT OF SCHOLARSHIP

DSA/2037

Dated: 12-12-2017.

TITLE OF SCHOLARSHIP: Professional Education Foundation Scholarship-2018. (Interest Free Loan OR on Zakat Basis) For All First Year Engg, CSIT, Arch. & BS Programme Departments).

A- NATURE OF SCHOLARSHIP / ELIGIBILITY: <ul style="list-style-type: none">▪ Need-cum-Merit Basis▪ Merit-cum-Need Basis▪ Hardship Basis▪ Merit Basis.	B- CRITERIA: <ul style="list-style-type: none">▪ 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.
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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
<ol style="list-style-type: none">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.	<ol style="list-style-type: none">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 University5. Additional Documents, (as desired by the sponsor).	<ol style="list-style-type: none">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 Students' Portal /NED website. 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 01-01-2018

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



Professional Education Foundation Scholarship Form

Attach 2
photographs
here

COLLEGE / UNIVERSITY: _____
DISCIPLINE: _____ DURATION OF STUDY: _____
DEGREE TITLE: _____
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				

For University Students

University	Year of Enrollment	Year of your study (1,2,3,4 or 5)	Semester	GPA	CGPA

FAMILY INFORMATION

OCCUPATION OF FATHER/GUARDIAN: _____
MONTHLY INCOME (Attach Certificate): _____
NO OF FAMILY MEMBERS: _____



Professional Education Foundation Scholarship Form

NO OF SIBLINGS STUDYING: _____

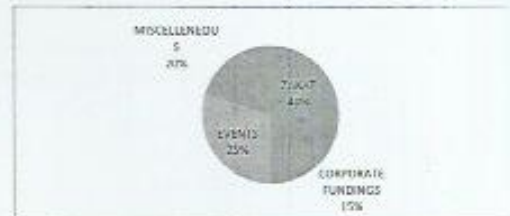
ADDITIONAL INFORMATION: ORPHAN OR HANDICAP YES NO

IF FATHER IS NOT ALIVE, WHO IS THE GUARDIAN:

NAME: _____ RELATION: _____

TYPE OF FINANCIAL SUPPORT REQUIRED

- 1) Need Based Financial Support
- 2) Interest Free Loan from PEF



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



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: _____

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)

48-C, 3rd Floor, 1 Commercial lane, Bukhari Commercial, Phase 6, DHA, Karachi
021-38883924, info@thepef.com, www.thepef.com

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Professional Education Foundation Scholarship Form

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
10. Attach Admission Order of the University.
11. According to your selection above fill and attach IFL or (Need Based Financial Support Zakat Affidavit form).

Zakat Basis

AFFIDAVIT

I _____ S/O _____

Resident of _____

having CNIC No _____ do solemnly state that:

1. I am an adult and I do not possess 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).

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: _____