

Internal Memo

URGENT INFO ONLY
 IMMEDIATE ROUTINE

To:	All Class Advisors, First to Final Year (through respective Chairperson)	From:	Controller Students' Affairs
Subject:	Khairpur Need Cum Merit Scholarship 2019-2020.	Ref:	DSA/1754
		Dated	24-12-19

The District Administration, Khairpur intends to award the above scholarship to the most deserving students of First to Final Year Engineering / Non Engineering on **Need-cum-Merit**. In this connection, you are requested to forward the cases of deserving students on the prescribed scholarship form (attached). However, photocopy of said form is also acceptable.

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

Eligibility Criteria:

1. The Candidate and his father or guardian must have Domicile and Permanent Resident Certificate (PRC) of the Khairpur District.
2. Applying candidates must possess 75% marks in their last examination passed. In case of CGPA 3.00, will be considered for determining merit.
3. Marks Certificate of Last Examination passed (**Only Yearly marks certificate not earlier than 2018 would be considered**).

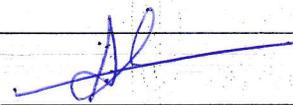
Required Attested Documents:

- 1- Attested copy of Domicile and PRC of Student and his Father / Guardian.
- 2- CNIC of student (if underage, B-form of NADRA must be attached) and his / her father / guardian.
- 3- Attested Copy of University Identity Card.
- 4- Attested Copy of Pass (Pacca) Certificate of Matriculation, showing Date of Birth.
- 5- Attested Copy of S.S.C and HSc Marks Certificate for (First Year students) and Latest Transcript for (Second to Final Year Students).
- 6- Father / Guardian's Income Certificate. In case, father / guardian is government employee, his last month pay slip may be attached.
- 7- The recent Passport Size photograph.

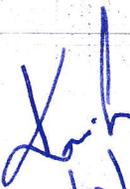
The application forms along-with the required documents may please be forwarded by the respective Class Advisors and concerned Chairman to the Students' Affairs Department at Engr. Wahab Shaikh Students' Facilities Centre, on / before **06-01-2020** for onward transmission to the sponsoring agency.

The application form and affidavit may be downloaded from Portal (www.pl) or www.dckhairpur.gos.pk

- 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.


Controller Students' Affairs

Encl: As above.


24/12/19
Ad/Sn

PART-II

CERTIFICATE FROM THE HEAD OF INSTITUTION / DEPARTMENT (Mandatory Requirement)

This is to certify that Mr. /Ms. _____
S/O, D/O _____ is a bonafide student of _____ Year
under class Roll No. _____. He / She is studying in _____ at this Institute /College /
University. His / her conduct is satisfactory, facing financial hardships to continue his/her education.
Therefore, his/her case is recommended for consideration to **Khairpur Need Cum Merit Scholarship, Board,**
District Administration Khairpur Mirs, Sindh.

PLEASE TICK MARK REQUIRED DOCUMENTS (✓)

- Domicile & PRC of Candidate & his/her Father or Guardian
- C.N.I.C of Candidate (if under age B-Form of NADRA must be attached) & his/her Father or Guardian.
- Original Certificate of Last Examination Passed 2018 & onward (75% marks acceptable)
- Pass/Pacca certificate of Matriculation
- Students I.D Card
- Annual Income / Salary Certificate of Father / Guardian

Very Important: *The Enrollment of the student & documents are verified by the Head of Department / institute*

Signature and Stamp
Head of the Department/College /Institution

MOST IMPORTANT

- This form & criteria can be downloaded from website of www.dckhairpur.gos.pk & Facebook page of Khairpur Need Cum Merit Scholarship Board (<https://www.facebook.com/dckhairpur>) & (<https://www.facebook.com/kpcmsb>)
- All the students are strictly directed to please submit application forms through their respective / concerned institutions where they are pursuing their study and after having been scrutinized, the heads of the institutions are requested to please forward the eligible cases only as per criteria with covering letter to the Scholarship Facilitation Cell established AT OFFICE OF THE DEPUTY COMMISSIONER OFFICE / CHAIRMAN NEED CUM MERIT SCHOLARSHIP KHAIRPUR MIR'S for further process.

For Office Use Only

Application of the Student accepted

Scholarship Amount Sanctioned Rs:

Application of Candidate Rejected

Reasons of Rejection

Name and Signature of the Authorized Person _____