



F/QSP 02/01/01

Internal Memo

URGENT INFO ONLY
 IMMEDIATE ROUTINE

To:	First Year Class Advisor, (through respective Chairperson) Mechanical Engineering Department.	From:	Controller Student Affairs
Subject:	Suleman Habib Scholarship-2022. For (Female Only)	Ref: #.	DSA / 299
		Date:	25-03-2022

The Mohamedali Habib Welfare Trust intends to award the above scholarship for First Year students of Mechanical Engineering department. In this connection, you are requested to kindly forward the cases of the **DESERVING CANDIDATES** of your department in the enclosed prescribed Scholarship Application form for subject scholarship on **Need-Cum-Merit Basis**.

In this connection, you are requested to kindly forward nominations pertaining females in the attached prescribed application form. Photocopy of prescribed Application Form is attached for distribution / Circulation amongst the interested students. 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, on / before **04-04-2022** for onward transmission to the sponsoring agency.

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

- N.B.**
- 1-Please forward the cases of deserving students only.
 - 2-Students admitted under **Self Finance** scheme are not eligible for this scholarship.
 - 3-The applicants must not be getting scholarship / financial assistance from any other source.
 - 4-The candidate must open an account in the Bank for transfer of scholarship amount if awarded.

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25/3/2022
D/S

Encl: As above.

o/c

Controller Students' Affairs

25/3/2022