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APPLICATION FORM FOR LOAN LETTER

(Duly filed application to be signed by the candidate; and to be counter signed by Parent or Guardian in case of minor candidate below 18)

To
Director (Admin & Finance)
Poornima Group
Jaipur 303905 (Rajasthan)

(To be filled by the office)
Student File _____
College Registration No. _____
(if already issued)

Respected Sir/Mam,

I _____, Aged _____ years S/o/D/o/W/o _____
R/o _____ applied/admitted for (as the case may be) the
Program Name _____ Program Code (_____) at Poornima Group seek to avail
the loan letter for the processing of educational loan from bank for (Tuition Fee/Hostel Fee/Transport Fee).

In this regard, you are requested to provide the letter for loan as per the policy of the Poornima Group. Kindly find enclosed herewith the copy of Original fee receipt (s) issued by the institute for my admission to the Tuition Fee/Hostel Fee/Transport Fee.

Your Sincerely

Signature of the Applicant with Date

Signature of the Parent/Guardian with Date

(Countersignature of the Parent/Guardian in case of minor candidate below 18)

Undertaking by Applicant

I _____ S/o/ D/o/ W/o _____ do hereby undertakes that:

- (a) In case I become eligible for the scholarship/financial aid etc. after the issuance of loan letter, than
- (i) The extra amount will be reimbursed through the account payee cheque in favor of the sanctioning bank, or
- (ii) I will provide the NOC from the Bank to get the refund in my own favor.
- (b) In case I apply for the refund, no refund will be made.

Your Sincerely

Signature of the Applicant with Date

Signature of the Parent/Guardian with Date

(Countersignature of the Parent/Guardian in case of minor candidate below 18)

(For Office use only)

Recommendation (by dealing official)

Status of Application	Loan Letter	Issued <input type="checkbox"/>	Not issued <input type="checkbox"/>
Loan Letter Application No. _____			
Signature of Dealing Official		Signature _____	ID: _____

I have received the Loan letter with No. _____ dated _____

Your Sincerely

Signature of the Applicant with Date

Signature of the Parent/Guardian with Date

(Countersignature of the Parent/Guardian in case of minor candidate below 18)