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APPLICATION FOR GRANT OF SCHOLARSHIP

Dear Sir,

Date:.....

In terms of provision of Finance Division Circular No 05 dated 01/03/2012, I am applying to take benefit of Scholarship and/or Waiver of College Caution Money as per rules. My information is as under:

S.No.	Particulars	Submission				
1	Name of Student					
2	Name of Father					
3	Name of College/University					
4	Registration Number					
5	Whether any back paper till last result	Yes/No				
6	Relationship with Staff Member					
7	Date of Joining (PGC/PU)					
8	Details of Fees Paid	Campus	CCM	Hostel	HCM	Transport
		Any Other				
9	Fees not deposited so far/still due	Rs _____/=				
10	Scholarship Claim	Fees	CCM	Total		

I undertake to **REFUND FULL SCHOLARSHIP**, if I am otherwise found ineligible to avail facility under any provision of the Scheme. I also confirm that none of my family members are taking any benefit of this scheme including exemption to deposit college Caution Money by Staff Member.

Signature of Employee: _____ Designation: _____

Name of Employee: _____ Employee No. _____

Recommendations of HOD/Reporting Officer

Recommendations of Campus Director

Final Processing at HR Department