



APPLICATION FOR GRANT OF SCHOLARSHIP

Dear Sir,

Date:.....

In terms of provision of Finance Division Circular, 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 Faculty & Program					
4	Registration Number					
5	Whether any back paper till last result	Yes/No				
6	Relationship with Staff Member					
7	Date of Joining					
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 above mentioned is not taking any benefit/financial assistance from any other of this scheme.

Signature of Employee: _____ Designation: _____

Name of Employee: _____ Employee No. _____

Recommendations of HOD/Reporting Officer
Recommendations of Registrar
Final Processing at HR Department



SCHOLARSHIP FORM FOR CHILDREN OF FACULTY & STAFF OF POORNIMA

Verification of Employee

S.No.	Particulars	Submission
1	Name of Employee / Employee Code	
2	Name of Faculty / Department	
3.	Employee- Date of Joining	
4.	Poornima Email ID / Contact No.	
5.	Relationship with Student	

Verification from Registrar Office with Seal & Signature:.....

Information of the Applicant

S.No.	Particulars	Submission				
1	Name of Student					
2	Name of Father					
3	Date of Admission					
4	Name of Program Applying					
5	Program Fee	Dev. Fee	Tuition Fee	Adm Fee	Caution Fee	Total Fee
					5000	
6	Fee after Scholarship (_____ %)	Dev. Fee	Tuition Fee	Adm Fee	Caution Fee	Total Fee
					5000	

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 the above mentioned family member is not taking any benefit/financial assistance from any other Govt. or Private agency.

Signature of Employee: _____ Signature of Student : _____

General Norms:

- Scholarship is given on tuition fee only
- One student can avail only one scholarship at a time
- The employee should have served for at least 1 year in Poornima, before availing this benefit and if the employee quits the service during the course duration of his/her child, this benefit will also be discontinued from the next semester
- The same scholarship is valid for the whole program duration
- Supporting documents are required to submit to avail Poornima University Presidents' Scholarship
- University reserves all the right of Admission and Awarding Scholarship