



Financial Assistance is based on the assessment of need as well as on the availability of funds. Financial Assistance will be provided to selected students, decided on the basis of information/documents provided by the applicants and their verification. Candidates and their parents/guardians may be required to appear for interview in front of the Financial Support Committee.

***PROVIDING FALSE INFORMATION***

**Providing false information may result in one or all of the following:**

- Cancellation of admission.
- Rustication from the Institution
- Initiation of criminal proceedings.
- Disqualification for award of any future scholarship/Assistance
- Refund of all the payment received and/or a penalty equal to total scholarship amount.

***INSTRUCTIONS FOR FILLING OUT THE FINANCIAL SUPPORT FORM:***

- ✓ Read the Application Form carefully.
- ✓ Furnish factual, comprehensive and authentic information in the Form
- ✓ For family financial reporting, parents/guardian may be consulted for guidance
- ✓ Check your application for spellings, grammatical errors and factual oversight
- ✓ Ensure that you have sent all the required documents by putting a tick mark in checklist
- ✓ Answer all questions. Those not applicable should be marked "N/A"
- ✓ Keep a photocopy of the filled-in original Application Form for your record.
- ✓ All Zakat-eligible students may fill the Form in "Appendix A" at the end of this document.

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**Application Form Check List**

<b>SN</b>	<b>Description</b>	<b>Tick the Relevant</b>
1.	Copies of Father, Mother and/or Guardian's	
	a. CNIC #	<input type="checkbox"/>
	b. Income Tax Certificate	<input type="checkbox"/>
	c. Income Tax Return	<input type="checkbox"/>
	d. Salary Certificate	<input type="checkbox"/>
2.	Copies of last six (06) months utility bills	
	a. Electricity	<input type="checkbox"/>
	b. Gas	<input type="checkbox"/>
	c. Telephone	<input type="checkbox"/>
	d. Water	<input type="checkbox"/>
3.	Attested copy of House Rent Agreement (if applicable)	<input type="checkbox"/>
4.	Copies of last & latest fee receipts of self and siblings *	<input type="checkbox"/>
5.	Copies of previous scholarship(s) attained (if applicable)	<input type="checkbox"/>
6.	Ownership Documents of Land/Property (House, Shop, Land etc.)	<input type="checkbox"/>
7.	Latest Bank Statement of last one year	<input type="checkbox"/>
8.	Any other Support Document(s)	<input type="checkbox"/>

\* Siblings are brothers & sisters

**DO's:**

- Send your application by **TCS only**, or submit by hand to Admissions Office, Al-Qadir University Project Trust.
- Place documents in the right order as per above sections (1 to 8)
- Put all amounts in Pak Rupees.
- Do consult with parent(s)/guardian(s) for financial data accuracy & reliability
- For the information not present/relevant, write in capital letters **N/A**

**DO NOT:**

- Provide false/vague/ incomplete information.
- Overwrite/scratch on the Form



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**Important Note for Summary Sheet:** Complete the rest of the Form first. Fill this summary sheet AFTER you have completed the remaining Form. All amounts should be entered in Pakistani Rupees.

SUMMARY SHEET	
<b>Student ID/Roll Number</b>	
<b>Student's Name</b>	
<b>Father's Name</b>	
<b>Total Monthly Income</b> <i>[From Question 12]</i>	
<b>Total Monthly Expenditure</b> <i>[From Question 43]</i>	
<b>Net Monthly saving</b>	
<b>Net Annual saving</b>	
<b>Taxes paid per year</b> <i>[From Question 51]</i>	
<b>Per month fee / tuition charges of the institution last attended</b> <i>[From Question 54]</i>	
<b>Average utility expenses of past six months</b> <i>[From Question 38]</i>	
<b>Approximately how much tuition fee* can you pay per year at Al-Qadir?</b>  <i>*Note that tuition fee does not cover monthly boarding and lodging expenses</i>	<div>Please tick one</div> <div><input type="checkbox"/> Rs. 0</div> <div><input type="checkbox"/> Rs. 40,000</div> <div><input type="checkbox"/> Rs. 80,000</div> <div><input type="checkbox"/> Rs. 120,000</div> <div><input type="checkbox"/> Rs. 160,000</div> <div><input type="checkbox"/> Rs. 200,000</div> <div><input type="checkbox"/> Rs. 240,000</div>

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**Degree Title/Program:** \_\_\_\_\_

**Section A:**

**Applicant's Personal and Family Information**

**1. ID/Roll Number:**

**2. Name:** \_\_\_\_\_ **Gender:** Male ☐ Female ☐

**3. CNIC No.**

					-								-		
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**4. Date of Birth:** \_\_\_\_\_ **Place of Birth** \_\_\_\_\_

**5. Present Address:** \_\_\_\_\_  
\_\_\_\_\_

**6. Permanent Address:** \_\_\_\_\_  
\_\_\_\_\_

**7. Tel (Res.):** \_\_\_\_\_ **Mobile No:** \_\_\_\_\_

**8. Email:** \_\_\_\_\_

**9. Total Members in the Family:** \_\_\_\_\_

**10. Total Family Members currently living with you:** \_\_\_\_\_

**11. Details of Family Members**

S #	Name of Family Member (s)	Relationship	Marital Status	Remarks**
1				
2				
3				
4				
5				
6				
7				

**\*\*Remarks:** List down the number of dependents supported by married brother(s)/ sister(s)



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**12. Details of Family Members Earning:**

S #	Family Member Name	Relationship	Family Member occupation***	Organization Name	Designation	Monthly Gross Pay/Earning	Previous Occupation	Remarks
1								
2								
3								
4								
Total Monthly Family Income (add self-income, if applicable) in Pak Rupees								
Total Annual Family Income (add self-income, if applicable) in Pak Rupees								

\*\*\* Family Member Occupation classification

1. Government Service (Specify the employment grade BPS/SPS/PTC etc.)
2. Private Job
3. Agriculture/Farming
4. Own Business (Self Employed). Details/nature of self-business need to filled in at remarks column
5. Others. Details/nature of self-business need to filled in at remarks column

**13. Details of Siblings/Children/Family Members Studying**

S #	Name	Relation with Applicant	Name & Address of College	Fee per month	Tuition per month (If applicable)
1					
2					
3					
4					
5					
6					
Total Fees & Tuition Charges/month					
Total Fees & Tuition Charges/year					

**14. Father's Name:** \_\_\_\_\_ Computerized N.I.C. No \_\_\_\_\_

**15. Status:** Alive ☐ Deceased ☐ Separated ☐

**16. Professional status:** Employed ☐ Retired ☐ Business Owner ☐ Any Other ☐

**17. Name of Company/Employer:** \_\_\_\_\_

**18. Office Address:** \_\_\_\_\_

**19. Tel (Off):** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**20. Occupation Type:** \_\_\_\_\_

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21. Designation & Grade (BPS/ SPS/PTC etc.): \_\_\_\_\_
22. Total Gross Monthly Income (Salary/ Pension/ Others): \_\_\_\_\_
23. Total Net Monthly Take Home Income (Salary/ Pension/ Others): \_\_\_\_\_
24. Previous Occupation (if applicable): \_\_\_\_\_ Pension (PKR) \_\_\_\_\_
25. Total Annual Income: \_\_\_\_\_ NTN \_\_\_\_\_
26. **Any Other Supporting Person not mentioned in '12':**
27. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_
28. Address: \_\_\_\_\_
29. Tel (Off/Res) \_\_\_\_\_ Mobile No. \_\_\_\_\_ CNIC No. \_\_\_\_\_
30. Occupation \_\_\_\_\_
31. Designation \_\_\_\_\_ Name of Company/Employer \_\_\_\_\_
32. Total Monthly Gross Income (Salary/ Pension/ Others) \_\_\_\_\_
33. Total Net Monthly Take- Home Income (Salary/ Pension/ Others): \_\_\_\_\_
34. Total Net Annual Income \_\_\_\_\_
35. Monthly Financial Support Available to Applicant in Pak Rs. \_\_\_\_\_
36. **Asset Income** (on monthly basis)

S #	Income Source	Father	Mother	Spouse	Self	Other	Total	Worth
1	Property Rent							
2	Land Lease							
3	Bank Deposits*							
4	Shares / Securities*							
5	Other (Specify)							
<b>Total</b>								

\* For sources with annual income returns, kindly report the monthly income earned

**37. Accommodation Expenditures**

**Type:** Bungalow ☐ Apartment /Flat ☐ Town House ☐ Village House

**Status:** Rented ☐ Self or Family-owned ☐ Employer / Govt. Owned

**If Self or Family Owned, then state how it is acquired?**

☐ Inherited ☐ Constructed ☐ Purchased

**Rent Payment:** Self ☐ Employer/Govt. ☐ Others

House Plot Size (kanal/marla) \_\_\_\_\_ Covered Area Size (kanal/marla) \_\_\_\_\_

Current Market Value \_\_\_\_\_



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S #	Accommodation Location /Address	Number Of Bed Rooms			Number Of Air conditioners			Accommodation Monthly Rent	Accommodation Annual Rent
		1-2			1-2				
		2-4			2-4				
		4-6			4-6				
		6-8			6-8				
		Above 8			Above 8				
	Total Rental Expenditure								

Any other house/flat owned by the Parents/Guardian (if yes please specify with location and size)

**38. Utilities Expenditures**

Last Month Utilities Paid					
Telephone	Electricity	Gas	Water	Mobile	Total

Monthly average of Last Six Months					
Telephone	Electricity	Gas	Water	Mobile	Total

**39. Monthly Food /Kitchen Expenditures** \_\_\_\_\_

**40. Medical Expenditures:** Monthly average of last six months \_\_\_\_\_

**41. Travelling/ Miscellaneous Expenditures:** Monthly average of last six months \_\_\_\_\_

**42. Servant Salaries (total/per month)** \_\_\_\_\_

**43. TOTAL EXPENDITURE**

Education Expenditure (Sec. 13)	Accommodation Expenditure (Sec. 37)	Utilities Expenditure (Sec. 38)	Food Expenditure (Sec. 39)	Medical Expenditure (Sec. 40)	Misc. Expenditure (Sec. 41 & 42)	Total Monthly Expenditure	Total Annual Expenditure



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**Section B:**

**Cumulative information of Self, Parents and Guardian Assets**

**Assets (with current market value)**

**44.** Does the family own any Transport? Yes ☐ No ☐

If yes kindly fill the relevant details

S #	Transport Type (Car/ Motor cycle/ Others*)	Make /Model	Engine Capacity (CC)	Registration No.	Ownership Period	Annual Fuel and Maintenance Expense
1						
2						
3						
4						

\* Others: include tractor, rickshaw, bi-cycle, motorcycle rickshaw, carriage pick, truck etc.

**45.** Number of Cattle(s) (with kind) \_\_\_\_\_

**46.** Area and location of Land(s)/Plot(s) owned (kanal/marla): \_\_\_\_\_

Assets Title	Qty	Size (kanal/marla)	Location (Address)	Cultivable Area	Agricultural Yield per Acre
Residential					
Commercial					
Agricultural					
Employer/Government Scheme					

**47. Taxes paid** (per annum in Pak. Rs) \_\_\_\_\_



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**Section C:**

**Financial arrangements for current year**

- 48. Funds/fee availability for applicant's education at Al-Qadir College for upcoming academic session**  
(Per year in Pak Rupees)

S #	Income Source	Father	Mother	Spouse	Self	Other	Total
1	Salary / Earnings						
2	Family / Friend Advances & Loan*						
3	Bank Loan						
4	Other (Specify) _____						
<b>Total</b>							

\* Family/ Friend Loan

(Specify relationship with the relative / friend)

- 49. Any source of financing other than this scholarship (Please specify)**

**Any Other Important Points**



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<b>Section D:</b>
<b>Applicant Educational Record</b>

Level of Study	Name and Location of College	Per Month Fee	To - From month/ yr.	Division/ GPA/	%age / CGPA
Bachelors					
Intermediate					
Secondary					

50. Per month fee/ tuition charges of the institution last attended \_\_\_\_\_

51. Have you ever been awarded any other scholarship before: Yes ☐ No ☐

(If yes fill the details of scholarships & attach documentary proof of the scholarships)

S #	Name of College	Scholarship Name	Total Scholarship Amount	Total Scholarship Period	Class / Level at which Scholarship was granted
1					
2					
3					

**UNDERTAKING**

- The information given in this application is true to the best of my knowledge and I understand that any incorrect information will result in the cancellation of this application. If any information given in this application is found incorrect or false after the grant of Financial Support, the college will stop further assistance and the student will have to refund all the payments received and/or may be penalized equal to the total scholarship amount.
- I allow marketing department of Al-Qadir University Project Trust to use this information for marketing purposes.
- Al-Qadir University Project Trust reserves the right to use the information given in this form for verification and other purposes.

Parents / Guardian Signature: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

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**For Official use only**

Are the applicant's documents in order?      Yes      ☐      No      ☐

The notices furnished to the applicant for furnishing of required documentation

S #	Notice Date	Document Name Missing	Document Submission Date	Remarks
1				
2				
3				
4				

Application Review Dates (i) \_\_\_\_\_ (ii) \_\_\_\_\_

Additional Remarks:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Name

\_\_\_\_\_  
Signature Head of Department / Focal Person

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*Each of the last two Pages must be executed on stamp paper of worth Rs. 20, type one side of paper only.*

**Affidavit (Deed of Agreement)**

**For Undertaking a Course of Studies under the Scheme “Financial Assistance for Al-Qadir College under the supervision of Al- Qadir University project Trust”**

Mr./ Ms. \_\_\_\_\_ son/ daughter of \_\_\_\_\_

CNIC No. \_\_\_\_\_ University /College Reg. No. \_\_\_\_\_

Dept. of \_\_\_\_\_ studying in the college/ University \_\_\_\_\_

hereby called the Approved Student has been selected by Al-Qadir College for the award of scholarship/Assistance in the field of study of (discipline) \_\_\_\_\_ for completion of (program) \_\_\_\_\_ academic program. The approved student has agreed to accept the award of the scholarship/Assistance on the terms and conditions governing the Scholarship/ Assistance award.

Now this deed witnesses as under:

- i) The payment of allowances admissible under the scholarship program shall be made subject to the complete adherence to all rules and regulations governing the scholarship program as well as satisfactory performance in the authorized studies.
- ii) The Parents/ Guardian of the student are unable to financially support his/her education.
- iii) The Scholarship will be terminable in the following cases:
  - a) If the student fails to maintain class attendance of 85%.
  - b) If the student is involved in malicious/undesirable activities.
  - c) If the student is punished because of his involvement in violation of the university rules, damage to college property, misbehavior with staff or colleagues or any other disciplinary action.
  - e) **If the information provided by the student is found incorrect at any time during his study period.**
  - g) If the student fails to maintain academic standards of the university

AND THE STUDENT FURTHER COVENANTS, that in case of breach of any of the above terms and conditions as well as the rules / terms and conditions those governing scholarship award and / or his / her failure as directed by Al-Qadir College for the specified period, the student shall be bound to obey the orders as prescribed and assessed by Al-Qadir College shall be final and conclusive.

IN WITNESS WHEREOF, the parties aforementioned have signed this deed in token of acceptance thereof.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Student \_\_\_\_\_

Signature of Parent /Guardian \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC No. \_\_\_\_\_

CNIC No. \_\_\_\_\_

Address. \_\_\_\_\_

Address. \_\_\_\_\_

Signature of Witness No. 1 \_\_\_\_\_

Signature of Witness No. 2 \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC No. \_\_\_\_\_

CNIC No. \_\_\_\_\_

Address. \_\_\_\_\_

Address. \_\_\_\_\_

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**Appendix (A):**

**Zakat Declaration Form:**

Form for Rational, Adult and Deserving-of-Zakat Student

Dated: \_\_\_\_\_

I, \_\_\_\_\_ S/O or D/O \_\_\_\_\_, aged \_\_\_\_\_ and my address being \_\_\_\_\_ in sanity and maturity undertake that I am not in possession of minimum amount liable to Zakat or minimum amount liable to sacrifice. That is, I have in possession neither 595 grams of silver, nor an equivalent amount of money or gold, nor trading goods of an equivalent amount, nor unnecessary goods of the same amount. Further, it is also not that case that all or some objects defined above and in my possession would reach the worth of 595 grams of silver and neither am I a Syed (Hashmi) and by Shariah Principles, am deserving of receiving Zakat.

Hence, I grant the authority to the management of this college, namely Resource development Department to collect (through themselves or through designated agents) the Zakat, Sadqa and aid (in monetary worth or in worth of goods) the amount for my stay at this college and to spend it with the intent of expenditure incurred on my food and education or to spend it on other such students who cannot afford the expenses of this education.

\_\_\_\_\_  
Signature of the Student