

THE AGA KHAN UNIVERSITY PAKISTAN
APPLICATION FOR FINANCIAL ASSISTANCE
NEW STUDENTS – FOR THE ACADEMIC YEAR 2016-17

IMPORTANT NOTES:

- ❖ All the particulars are to be filled in Block Letters. Use extra sheets for any additional information.
- ❖ The financial assistance programme aims to assist students who do not have resources to generate funds to meet their educational expenses. Accordingly it is expected that students demonstrate a genuine need after exploring all other possible avenues of aid. Applications that do not bear evidence of efforts for raising funds from other sources may not be considered for FA by the committee.
- ❖ Applicant need to submit the Financial Assistance application form at Student Financial Counseling and Assistance Office (SFCAO) with all required documents as mentioned below along with acceptance of admission offer. Our committee meetings and decision process is time bound and therefore incomplete and / or late applications are not considered for financial assistance. In case of any clarity you may always drop an email to student.fa@aku.edu to get more information.
- ❖ The financial assistance decision is finalized and communicated before the commencement of the academic year.
- ❖ Submission of an application for financial assistance does not guarantee award of Financial Assistance.
- ❖ Financial assistance eligibility is valid for one year only. You need to submit fresh application every year with a revised set of documents.
- ❖ The University reserves the right to verify the information and evidences provided by student. Incorrect information or concealment of any fact will result in rejection of financial assistance for that particular academic year.
- ❖ If applicant got support from any other institution or family member after getting financial assistance from AKU than, the assistance awarded will be reduced by same amount of support in the proportion of loan and grant in aid.
- ❖ Any critical information which is not covered in the form but seems necessary for FA can be enclosed in writing as a separate sheet with evidence (if applicable) and submitted with the FA form.
- ❖ Student has a right to appeal for a revision by clarifying his/her position in writing. The appeal for a review of the financial assistance application can only be submitted once. The decision of the Committee to such a review application will be final.

DOCUMENTATION REQUIRED:

The application MUST be accompanied with documents listed below which can verify your family's income, expenses, assets and liabilities. Details are requested to ensure that assistance is extended to those in the greatest need.

- For Salaried persons latest salary slips (of last three months) or salary certificate issued by employer.
- Income certificate from relevant authority in case of Business / Private Practice / Agriculture land will be accepted.
- In case of business, Income and Expenditure details of previous year.
- Copy of latest Income Tax return and Wealth Tax statements of all earning members (Where applicable).
- Latest Bank statements of previous 12 months of all personal and business accounts maintained by all family members.
- Evidence of educational expenses paid by the family for last six months.
- Evidence of scholarship or assistance received by siblings to complete their education.
- Copy of Electricity, Gas and Telephone / Mobile Bills (for last three months)
- Documentary evidence with complete details of all assets / properties owned (house, plot, business, agricultural land/ car(s) etc.).
- Documentary evidence of all investment held. (Saving certificates, fixed deposits, insurance policies, etc.)
- Copy of lease / rental agreement of all properties taken / given on lease / rent.
- Documentary evidence of loan taken with its updated repayment schedule.

Applicant's Information

Application No. Academic Program

Name of Applicant _____

Fee Status National Foreign 1USD = _____ (local currency)

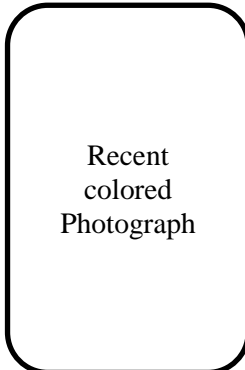
Status of Study Full Time Part Time

Date of Birth

D	D	M	M	Y	Y	Y	Y
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 Marital Status _____

Residential Address _____



Email Address _____ Mobile No. _____

Will you stay in University's Hostel Yes No

Name of the Educational Institution last attended: _____

Total educational charges paid in the last year Rs. / US\$ _____ Source: _____

(Please mention the percentage of assistance / scholarship if received)

Detail of employment prior to admission: *(if applicable)*

Name of Organization _____ Designation _____

Duration of Service _____ Monthly Salary _____ Other Benefits _____

Status of job during this programme: Working On leave with pay On leave without pay Resigned

If resigned, Date of resignation _____ Commutation Received Rs. _____

Family Information

Guardian's Name : _____ Relationship with Applicant _____

Guardian's Occupation (Please tick and fill the appropriate columns)

	Service	Name of Organization		
		Designation	Duration of service	

	Business	Nature of Business	Duration of Business	
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	Retired	Date of Retirement		Organization	
		Position		Last drawn Gross Salary	
		Commutation received at time of Retirement (in case of salaried person)			

Business / Service address of Father / Guardian _____

Tel: _____

Email Address _____ Mobile No. _____

Family Information (contd.)

Total members residing with the family : _____

Particulars of all immediate family members residing with the family (use extra sheet if required)

Name	Age	Relationship with Student	Marital Status	Occupation	Designation / Nature of Business	Institution / Organization
1.						
2.						
3.						
4.						
5.						
6.						

Have you or any member of the family been overseas in the last 2 years? Yes No

If yes: Who travelled? _____ Purpose of travel _____ When? _____

Duration of stay _____ Places visited _____ Amount spent PKR / USD _____

How was the cost financed?

Family resources: _____ Sponsored by employer: _____ Others (please specify) _____

(If support is from more than one source, specify % from each source)

Residential Accommodation

Type of Residential Accommodation

Flat Townhouse Bungalow Other (please specify) _____

Status of Residence

Owned Rented Other (please specify) _____

For Owned Residential House

Size of Plot _____ Covered Area _____ No. of Rooms _____ CMV * _____

Year & Cost of Purchase _____ Installments outstanding (if any) _____

* CMV = Current Market Value

Family's Liabilities

Loan Taken

Please provide details of loan taken from financial institutions / family/ friends excluding loan granted by AKU

Name of Bank / Institution	Purpose	Date of loan availed	Principal Amount PKR / USD	Rate of Interest	Annual Repayment PKR / USD	Outstanding Balance PKR / USD

Family's Assets

Please give details and provide evidences of the following:

House Property (other than residential house)

a. Size of Plot _____ Covered Area _____ Location _____ CMV * _____
 b. Size of Plot _____ Covered Area _____ Location _____ CMV * _____
 c. Size of Plot _____ Covered Area _____ Location _____ CMV * _____

Business Property (please specify) Office Shop Other

a. Size of Plot _____ Covered Area _____ Location _____ CMV * _____
 b. Size of Plot _____ Covered Area _____ Location _____ CMV * _____
 c. Size of Plot _____ Covered Area _____ Location _____ CMV * _____

Plots

a. Date of Purchase _____ Location : _____ Commercial / Residential
 Installments Outstanding (if any) _____ Size of Plot _____ CMV * _____
 b. Date of Purchase _____ Location : _____ Commercial / Residential
 Installments Outstanding (if any) _____ Size of Plot _____ CMV * _____

Agricultural Land

Area (in Acres) _____ Location _____ CMV * _____
 Production (name and frequency of crops) _____

Other Assets / Investments

a. Saving Certificates _____ PKR / USD _____
 b. Stocks / Shares _____ PKR / USD _____
 c. Prize Bonds _____ PKR / USD _____
 d. Other assets / investments _____ PKR / USD _____

* CMV = Current Market Value

Details of Bank and Cash Balances (please give details of all accounts and submit latest bank statements for all members and/or business in the family of last twelve months) – (use extra sheet if required)

Bank Balances			
Title of Account	Name of Bank	Currency	Balance
Sub Total Bank Balance - Currency (specify)			
Cash in Hand – Currency (specify)			
Total Bank and Cash Balance – Currency (specify)			

Family's Assets (Contd.)

Please give details of the following household items that exist in your house:

	Make and Model	Yes / No	How many	Current Market Value (PKR / USD)
i).	Car			
ii).	Motorcycle			
iii).	Air Conditioner			
iv).	Computer / Laptop			

Annual Family Income

Details Of Annual Family Income (Please indicate income of all family members):
(Foreign students are requested to state income and expenses in USD)

Relationship with Applicant			
a. <u>Income from Salary</u>			
Annual Take Home Salary			
Add: Annual Bonus			
Leave Encashment			
Assistance for Travel			
Loan Deduction			
Others (Please specify)			
<u>Total Income from Salary</u>			
b. <u>Pension</u>			
c. <u>Net Income from Business/Profession</u>			
d. <u>Agricultural Income</u>			
e. <u>Other Income</u>			
i). From house property (Rental Income)			
ii). From business property (Rental Income)			
iii). From investment			
iv). From saving certificates @ _____ %			
v). Any other source (please specify)			
Total Other Income			
Total Annual Income (a + b + c + d + e)			

Annual Family Expenditure

Details of Annual Family Expenditures (Please provide appropriate evidences for expenses incurred)

a. House Hold Expenses

PKR / USD

House Rent

Maintenance of House

Electricity Telephone / Mobile Gas Total Utilities

Transportation

Food / Grocery

Servant (Cook, Gardener / Maid / Driver) No.

Clothing

Medical Expenses *

Travel Within Pakistan Overseas Travel Total

Entertainment

Hotel Expenses

Club Membership (Please provide name of Club)

Total House Hold Expenses

b. Educational Expenses net of scholarship / assistance (if any) (excluding applicant's expenses at AKU)

Tuition and other Fees

Boarding & Lodging

Private Tuition

Books, Stationery and other expenses

Total

Siblings studying in Pakistan		Siblings studying overseas	Total PKR / USD
School / College PKR / USD	University PKR / USD		

c. Other Expenses

PKR / USD

Government Taxes (Property, Sewerage, Water etc.)

Loan Repayment: Other financial Institutions (Please provide evidence)

Donations / Zakat etc.

Other Expenses (please provide details in attachment)

Total Other Expenses

Grand Total (a+b+c)

Surplus / (Deficit)

PKR / USD

Total Income

Less: Total Expenditure

Surplus / (Deficit)

In case of Deficit, please specify how the deficit was managed last year?

Financial Arrangement

Other organizations/institutions approached for financial assistance.

(Banks, father's/mother's/guardian's employer etc. - please provide evidence)

Name of Organization	Amount Applied for	Outcome

Are any of the family members other than father/mother/guardian supporting your educational expenses at AKU?

Yes

No.

If yes, please specify: amount PKR /USD _____ Relationship _____

Financial arrangements for AKU Fee Payment:

(Financial assistance is awarded in Tuition, University, Hostel and admission fee based on eligibility. All other fee including Income Tax has to be paid by the student.)

	PKR / USD
Tuition Fee	
University Fee	
Other Fee	
Hostel Fee (If applicable)	
Total Fee	
Payment from Family resources	
Other Sources (scholarship, sponsorship etc.)	
Financial assistance requested from AKU (Balance Amount)	

Undertaking

1. I understand that submission of this application does not guarantee award of financial assistance, nor does it absolve me of any financial responsibility in relation to study at AKU.
2. The information given in this application is complete and true to the best of my knowledge. I understand that concealing information or providing incorrect information will result in denial of financial assistance and may also result in strict disciplinary action, including possible expulsion from the university.
3. I agree to abide by the decision of the Financial Assistance Committee.

Signature of Applicant :

Date:

Signature of Parents/Guardian :

Date:
