



**Foundation for Advancement of Science & Technology**  
**NATIONAL UNIVERSITY**  
**of Computer and Emerging Sciences**



## Study Loan Application Form

### Brief guidelines for completing the Application

This form is to be used when applying for a Study Loan under the FAST Qarz-E-Hasna scheme. This is a need based award, aimed at bright indigent students to help them continue their studies at FAST-NU. In order to qualify, you must demonstrate need. The assessment of your application by the University shall be final. More information about the FAST-Study Loan Scheme is available at [www.nu.edu.pk](http://www.nu.edu.pk). This form is for use by new students of FAST-NU, in line with the deadlines announced by respective campuses.

### How to apply

1. Complete and sign this form (follow the instructions given in the form)
2. Enclose the required documentation (listed below)
3. Submit the application as per deadlines announced by your respective FAST-NU campus.

### Rejection of your application

An application for study loan can be rejected if the application does not include the information or documentation necessary to process the case.

### Required documents

Please enclose the following documents:

- Salary/Pension Certificate in respect of Father/Guardian, Mother, Brothers and Sisters
- Income Tax Return in respect of Father/Guardian, Mother, Brothers and Sisters
- Telephone bills (most recent/family residence)
- Gas bills (most recent/ family residence)
- Electricity bills (most recent/family residence)

### To get the quickest response

You can get the quickest possible response to your application if the application forms are completed correctly and the necessary documents are enclosed. Therefore, it is very important that you carefully complete the form and remember to enclose all the necessary documentation.

### For more information

More information about the regulations for Study Loan Scheme is available at [www.nu.edu.pk](http://www.nu.edu.pk).

### Please note:

It is applicant's responsibility to provide accurate information about all income earned by the family and all property owned by the family, as at the time of application. Family, for the purposes of this application includes Father/Guardian, Mother, and Brothers and Sisters.

| For Official Use Only: |                                           |                       |          |
|------------------------|-------------------------------------------|-----------------------|----------|
| Date received          | Received by<br>(name stamp and signature) | Application<br>Number | Comments |
|                        |                                           |                       |          |

## SECTION A: PERSONAL INFORMATION

|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|--------------------------------------------------------------------------------------------------------------------|----------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>A.1 Information about the applicant: Student</b>                                                                |                      |                    |                                                                                                                                                                                                                                   |                       |
| Name                                                                                                               |                      |                    | CNIC#                                                                                                                                                                                                                             |                       |
| FAST-NU Roll#                                                                                                      | Degree               |                    | Campus <input type="checkbox"/> Islamabad <input type="checkbox"/> Lahore<br><input type="checkbox"/> Karachi <input type="checkbox"/> Peshawar<br><input type="checkbox"/> Chiniot-Faisalabad<br><input type="checkbox"/> Multan |                       |
| Postal Address                                                                                                     |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    | Cell number                                                                                                                                                                                                                       |                       |
| Email address                                                                                                      |                      |                    |                                                                                                                                                                                                                                   |                       |
| <b>A.2 Information about Father/Guardian:</b> <input type="checkbox"/> Father <input type="checkbox"/> Guardian    |                      |                    |                                                                                                                                                                                                                                   |                       |
| Name                                                                                                               |                      |                    | CNIC#                                                                                                                                                                                                                             |                       |
| Postal Address                                                                                                     |                      |                    |                                                                                                                                                                                                                                   |                       |
| Telephone number                                                                                                   |                      |                    | Cell number                                                                                                                                                                                                                       |                       |
| Email address                                                                                                      |                      |                    |                                                                                                                                                                                                                                   |                       |
| Profession                                                                                                         |                      |                    | Employment Status: <input type="checkbox"/> Working <input type="checkbox"/> Retired                                                                                                                                              |                       |
| <b>EMPLOYMENT HISTORY: Latest employment first. List last 4. If currently retired, please include pension.</b>     |                      |                    |                                                                                                                                                                                                                                   |                       |
| <b>From</b><br>(mm-yy)                                                                                             | <b>To</b><br>(mm-yy) | <b>Designation</b> | <b>Organization</b>                                                                                                                                                                                                               | <b>Monthly Salary</b> |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
| <b>A.3 Information about Mother</b> (Complete all that applies)                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
| Name                                                                                                               |                      |                    | CNIC#                                                                                                                                                                                                                             |                       |
| Postal Address                                                                                                     |                      |                    |                                                                                                                                                                                                                                   |                       |
| Telephone number (Land line)                                                                                       |                      |                    | Telephone number (Mobile)                                                                                                                                                                                                         |                       |
| Email address                                                                                                      |                      |                    |                                                                                                                                                                                                                                   |                       |
| Profession: <input type="checkbox"/> Service <input type="checkbox"/> Business <input type="checkbox"/> House Wife |                      |                    | Employment Status: <input type="checkbox"/> Working <input type="checkbox"/> Retired <input type="checkbox"/> House Wife                                                                                                          |                       |
| <b>EMPLOYMENT HISTORY: Latest employment first. List last 4. (only if applicable)</b>                              |                      |                    |                                                                                                                                                                                                                                   |                       |
| <b>From</b><br>(mm-yy)                                                                                             | <b>To</b><br>(mm-yy) | <b>Designation</b> | <b>Organization</b>                                                                                                                                                                                                               | <b>Monthly Salary</b> |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |
|                                                                                                                    |                      |                    |                                                                                                                                                                                                                                   |                       |

**A.4 Information about brothers/sisters in school/not working**

(Complete all that applies. Include all brothers and sisters)

| <b>Name (Eldest First)</b> | <b>Date of Birth</b> | <b>Relation</b><br>Brother/<br>Sister | <b>Educational institution and grade/ class</b> | <b>Annual tuition fee</b> | <b>Annual financial aid/ loan/ Scholarship</b> | <b>Granting Agency</b> |
|----------------------------|----------------------|---------------------------------------|-------------------------------------------------|---------------------------|------------------------------------------------|------------------------|
|                            |                      |                                       |                                                 |                           |                                                |                        |
|                            |                      |                                       |                                                 |                           |                                                |                        |
|                            |                      |                                       |                                                 |                           |                                                |                        |
|                            |                      |                                       |                                                 |                           |                                                |                        |

**A.5 Information about the brothers/sisters employed**

(Complete all that applies. Include all brothers and sisters)

| <b>Name (Eldest First)</b> | <b>Date of Birth</b> | <b>Relation</b><br>Brother/<br>Sister | <b>Profession</b><br>Service/<br>Business | <b>Designation</b> | <b>Company</b> | <b>Monthly Income</b> |
|----------------------------|----------------------|---------------------------------------|-------------------------------------------|--------------------|----------------|-----------------------|
|                            |                      |                                       |                                           |                    |                |                       |
|                            |                      |                                       |                                           |                    |                |                       |
|                            |                      |                                       |                                           |                    |                |                       |
|                            |                      |                                       |                                           |                    |                |                       |

## SECTION B: CURRENT MONTHLY FAMILY INCOME

(List all family income by source. Include earnings of Father/Guardian, Mother, and Brothers and Sisters.)

|                                                                                                      |                               |                                                              |
|------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------|
| <b>B.1 Family income from Salary/Pension Income</b>                                                  |                               |                                                              |
| <b>Relation</b>                                                                                      | <b>Average Monthly Income</b> | <b>Employer(s)</b>                                           |
| Father/Guardian                                                                                      |                               |                                                              |
| Mother                                                                                               |                               |                                                              |
| Brothers/Sisters (Combined Monthly Salary/ Income)                                                   |                               |                                                              |
| <b>B.2 Family income from Business including agricultural income</b>                                 |                               |                                                              |
| <b>Relation</b>                                                                                      | <b>Average Monthly Income</b> | <b>Name and Type of Business</b>                             |
| Father/Guardian                                                                                      |                               |                                                              |
| Mother                                                                                               |                               |                                                              |
| Brothers/Sisters (Combined business income)                                                          |                               |                                                              |
| <b>B.3 Family income from investments (Dividends, Interest on shares, bonds, fixed deposits etc)</b> |                               |                                                              |
| <b>Relation</b>                                                                                      | <b>Average Monthly Income</b> | <b>Name of Investment e.g. shares, bonds, fixed deposits</b> |
| Father/Guardian                                                                                      |                               |                                                              |
| Mother                                                                                               |                               |                                                              |
| Brothers/Sisters (combined Investment Income)                                                        |                               |                                                              |
| <b>B.4 Family income from rental/other income (Include income from all sources not listed above)</b> |                               |                                                              |
| <b>Relation</b>                                                                                      | <b>Average Monthly Income</b> | <b>Source e.g. Rental income/Other</b>                       |
| <b>Father/Guardian</b>                                                                               |                               |                                                              |
| <b>Mother</b>                                                                                        |                               |                                                              |
| <b>Brothers/Sisters</b><br>(Combined Monthly Salary Income)                                          |                               |                                                              |
| <b>TOTAL: Monthly family income (Pak Rs.)</b>                                                        |                               |                                                              |

### SECTION C: WEALTH ASSESSMENT

(List all assets and property owned by the family, classified by source. Include all owned by Father/Guardian, Mother, and Brothers and Sisters.)

| <b>C.1 List residential, commercial and agricultural properties owned by the family</b> |                          |                                                              |                          |                          |                                              |
|-----------------------------------------------------------------------------------------|--------------------------|--------------------------------------------------------------|--------------------------|--------------------------|----------------------------------------------|
| S #                                                                                     | Address                  | Property Type:<br>Commercial/Residential<br>Plot/Constructed | Area<br>(Square Feet)    | Approximate market value | Status (Self Occupied/<br>Rented out/Vacant) |
| 1                                                                                       |                          |                                                              |                          |                          |                                              |
| 2                                                                                       |                          |                                                              |                          |                          |                                              |
| 3                                                                                       |                          |                                                              |                          |                          |                                              |
| <b>C.2 List motor vehicles owned by the family</b>                                      |                          |                                                              |                          |                          |                                              |
| S #                                                                                     | Make and Model<br>(year) | Registration #                                               | Approximate Market Value |                          |                                              |
| 1                                                                                       |                          |                                                              |                          |                          |                                              |
| 2                                                                                       |                          |                                                              |                          |                          |                                              |
| 3                                                                                       |                          |                                                              |                          |                          |                                              |
| 4                                                                                       |                          |                                                              |                          |                          |                                              |
| <b>C.3 List investments and valuables (shares, bonds, fixed deposits, gold etc)</b>     |                          |                                                              |                          |                          |                                              |
| S #                                                                                     | Investment Type          | Face value                                                   | Approximate Market Value |                          |                                              |
| 1                                                                                       |                          |                                                              |                          |                          |                                              |
| 2                                                                                       |                          |                                                              |                          |                          |                                              |
| <b>C.4 List all other assets (Include all family assets not listed above)</b>           |                          |                                                              |                          |                          |                                              |
| S #                                                                                     | Investment Type          | Face value                                                   | Approximate Market Value |                          |                                              |
| 1                                                                                       |                          |                                                              |                          |                          |                                              |
| 2                                                                                       |                          |                                                              |                          |                          |                                              |
| 3                                                                                       |                          |                                                              |                          |                          |                                              |
| <b>TOTAL: Family assets - Approximate market value (Pak Rs)</b>                         |                          |                                                              |                          |                          |                                              |

## SECTION D: UTILITY EXPENSES

|                                                                             |                             |                             |
|-----------------------------------------------------------------------------|-----------------------------|-----------------------------|
| <b>D.1 Telephone expenses (Both land and mobile) (Monthly average bill)</b> |                             |                             |
| <b>Telephone #</b>                                                          | <b>Average Monthly Bill</b> |                             |
|                                                                             |                             |                             |
|                                                                             |                             |                             |
|                                                                             |                             |                             |
|                                                                             |                             |                             |
| <b>D.2 Electricity expenses (Monthly average bill)</b>                      |                             |                             |
| <b>Consumer Number</b>                                                      | <b>Address</b>              | <b>Average Monthly Bill</b> |
|                                                                             |                             |                             |
|                                                                             |                             |                             |
| <b>D.3 Gas expenses (Monthly average bill)</b>                              |                             |                             |
| <b>Consumer Number</b>                                                      | <b>Address</b>              | <b>Average Monthly Bill</b> |
|                                                                             |                             |                             |
|                                                                             |                             |                             |
| <b>TOTAL: Monthly family utility expenditure (Pak Rs)</b>                   |                             |                             |

## Section E: Principal applicant signatures

You are obligated to provide the information necessary for deciding whether you are eligible for a Study Loan. Failure to provide the correct and complete information will result in refusal. University reserves the right to pursue disciplinary and/or legal action in cases of inaccurate statement or forged documents.

**By signing below, I confirm that I have read, understood and accepted the terms laid out Study Loan Handout, issued by FAST, and that all the information submitted with this application is true.**

|                       |                  |
|-----------------------|------------------|
| <b>Date and place</b> | <b>Signature</b> |
|-----------------------|------------------|

### Section F: Applicant's Father/Guardian signatures

You are obligated to provide the information necessary for deciding whether you are eligible for a Study Loan. Failure to provide the correct and complete information will result in refusal. University reserves the right to pursue disciplinary and/or legal action in cases of inaccurate statement or forged documents.

**By signing below, I confirm that I have read, understood and accepted the terms laid out Study Loan Handout, issued by FAST, and that all the information submitted with this application is true.**

**Date and place**

**Signature**

#### **Did you remember everything?**

If your application is correctly filled out and contains the required documents, we can process the case faster.

It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below to verify that the application is complete and correct.

Checklist

***Please submit necessary documentation to support the information you have provided in this application. Before submitting the application, please ensure that you have included the following documents:***

- ☐ Salary/Pension Certificate in respect of Father/Guardian, Mother, Brothers and Sisters
- ☐ Income Tax Return in respect of Father/Guardian, Mother, Brothers and Sisters
- ☐ Telephone bills (most recent/family residence)
- ☐ Gas bills (most recent/ family residence)
- ☐ Electricity bills (most recent/family residence)

***It is important that you have***

*answered all questions and have*

*Signed and dated the application in section 9.*

*Remember that you must provide all the information that may be necessary, for assessment of your application. It is the responsibility of the applicant, to provide information about all the income, and assets owned by the family members. Failure to serve complete and accurate information will invite disciplinary action and possible legal action.*