

**THE AGA KHAN UNIVERSITY PAKISTAN**  
**APPLICATION FOR FINANCIAL ASSISTANCE**  
**NEW STUDENTS – FOR THE ACADEMIC YEAR 2018-19**

**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 \_\_\_\_\_

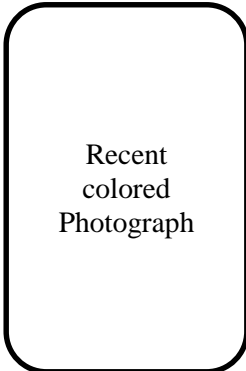
CNIC No. / Passport No.

Fee Status National  Foreign  1USD = \_\_\_\_\_ (local currency)

Status of Study Full Time  Part Time

Date of Birth  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	
	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

Status of Residence

Owned  Rented  Other (please specify) \_\_\_\_\_

Type of Residential Accommodation

Flat  Townhouse  Bungalow  Other (please specify) \_\_\_\_\_

Size of Plot \_\_\_\_\_ Covered Area \_\_\_\_\_ No. of Rooms \_\_\_\_\_ CMV \* \_\_\_\_\_

Year & Cost of Purchase \*\* \_\_\_\_\_ Installments outstanding (if any)\*\* \_\_\_\_\_

\* CMV = Current Market Value \*\* in case of owned house

## 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)			
<b>Total Bank and Cash Balance – Currency (specify)</b>			

## 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			
<b>a. <u>Income from Salary</u></b>			
Annual Take Home Salary			
Add: Annual Bonus			
Leave Encashment			
Assistance for Travel			
Loan Deduction			
Others (Please specify)			
<b><u>Total Income from Salary</u></b>			
<b>b. <u>Pension</u></b>			
<b>c. <u>Net Income from Business/Profession</u></b>			
<b>d. <u>Agricultural Income</u></b>			
<b>e. <u>Other Income</u></b>			
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)			
<b>Total Other Income</b>			
<b>Total Annual Income (a + b + c + d + e)</b>			

# Annual Family Expenditure

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

### a. House Hold Expenses

House Rent PKR / USD

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)

	Siblings studying in Pakistan		Siblings studying overseas	Total PKR / USD
	School / College PKR / USD	University PKR / USD		
Tuition and other Fees				
Boarding & Lodging				
Private Tuition				
Books, Stationery and other expenses				
<b>Total</b>				

### c. Other Expenses

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)

Total Income

Less: Total Expenditure

### Surplus / (Deficit)

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

## Financial Arrangement

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### 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	<input type="text"/>
University Fee	<input type="text"/>
Other Fee	<input type="text"/>
Hostel Fee (If applicable)	<input type="text"/>
<b>Total Fee</b>	<input type="text"/>
Payment from Family resources	<input type="text"/>
Other Sources (scholarship, sponsorship etc.)	<input type="text"/>
Financial assistance requested from AKU (Balance Amount)	<input type="text"/>

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## 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: \_\_\_\_\_