

**THE AGA KHAN UNIVERSITY PAKISTAN**  
**APPLICATION FOR FINANCIAL ASSISTANCE**  
**ON BOARD 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
- ❖ Last date for submission of completed application is **May 25, 2018**. Our committee meetings and decision process is time bound and therefore incomplete and / or late applications are not considered for financial assistance.
- ❖ Submission of an application for financial assistance does not guarantee award of Financial Assistance.
- ❖ The University reserves the right to verify the information and evidences provided by student. Incorrect information or concealment of any fact may result in rejection of financial assistance for that particular academic year.
- ❖ 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.
- ❖ If a student 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. This will help us to verify your family's income, expenses, assets and liabilities

- 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)

**Following documents need to be submitted in case of any change occur after the submission of last year FA form.**

- Documents of newly acquired / sale of assets (House, plot, business, agricultural land/ car(s) etc.).
- Copy of new investment made / dispose in Saving certificates, fixed deposits, insurance policies, etc.
- Copy of lease / rental agreement if any change in lease / rental agreements of properties taken / given on lease / rent.
- Documentary evidence of fresh loan taken with its updated repayment schedule.



## 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 / Study Level	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) \_\_\_\_\_

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

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

\* CMV = Current Market Value \*\* For 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 (Father, Mother, Sibling etc.)			
<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**

**PKR / USD**

House Rent

Maintenance of House

Electricity  Telephone / Mobile  Gas  Total Utilities

Transportation (daily conveyance)

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>			
<b>Less: Scholarship / Support etc.</b>			
<b>Net Educational Expenses Paid</b>			

**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?

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## 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:

*(Please get Fee structure for 2018-19 from AKU website or Financial Assistance office)*

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)

**PKR / USD**


***In case your Fee status changed from Full time to Part Time during the year please inform SFCAO immediately***

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## Undertaking

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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: \_\_\_\_\_