

**THE AGA KHAN UNIVERSITY PAKISTAN**  
**APPLICATION FOR FINANCIAL ASSISTANCE**  
**ON BOARD STUDENTS – FOR THE ACADEMIC YEAR 2020-2021**

**IMPORTANT NOTES:**

1. All the particulars are to be filled in BLOCK LETTERS with Pen. Use extra sheets for any additional information
2. Last date for submission of completed application is **June 19, 2020**. Our committee meetings and decision process is time bound and therefore incomplete and / or late applications are not considered for financial assistance.
3. Submission of an application for financial assistance does not guarantee award of Financial Assistance.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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 of last three months

**Following documents need to be submitted in case of any change occur after the submission of previous 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 evidences of fresh loan taken with its updated repayment schedule.

## Applicant's Information

Registration No.       Academic Program

Name of Applicant \_\_\_\_\_

CNIC No. / Passport No.

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

Status of Study Full Time  Part Time  Please provide credit hours details

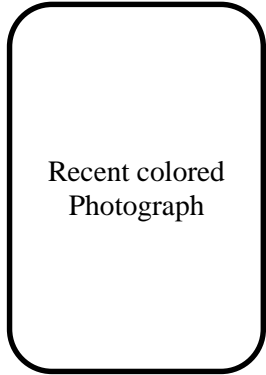
Date of Birth         Marital Status \_\_\_\_\_

Residential Address \_\_\_\_\_  
\_\_\_\_\_

City & Province \_\_\_\_\_ Contact No. (Home) \_\_\_\_\_

Email Address \_\_\_\_\_ Mobile No. \_\_\_\_\_

Are you staying in University's Hostel Yes  No



## 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 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 / 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 \_\_\_\_\_

**In case of Owned House** **Current Market Value (PKR / USD)** \_\_\_\_\_

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

## Family's Liabilities

### Loan Taken

Please provide details of loan taken from financial institutions / family/ friends (use extra sheet if required)

Name of Bank / Institution	Purpose	Date of loan availed	Principal Amount PKR / USD	Rate of Interest	Annual Repayment PKR / USD	Outstanding Balance PKR / USD
1.						
2.						
3.						
4.						

## 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(s)				
ii). Motorcycle(s)				
iii). Air Conditioner(s)				
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 ( <i>Father, Mother, Sibling etc.</i> )			
	Father	Mother		
<b>a. <u>Income from Salary</u></b>				
Gross Annual Salary				
Add: Annual Bonus				
Leave Encashment				
Assistance for Travel				
Others (Please specify)				
Less: Loan Deduction				
Other deductions (tax etc.)				
<b><u>Total Income from Salary</u></b>				
<b>b. <u>Pension – Annual</u></b>				
<b>c. <u>Net Annual Income from Business/Profession</u></b>				
<b>d. <u>Annual Agricultural Income</u></b>				
<b>e. <u>Other Income</u></b>				
i). Rental Income				
ii). From investment				
iii). Any other source (please specify)				
<b>Total Other Income</b>				
<b>Total Annual Income (a + b + c + d + e)</b>				

Will there be significant increases or decreases in your family's income next year? Yes / No

If YES, please explain. \_\_\_\_\_

# Annual Family Expenditure

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

**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 Annual 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?

## 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: (Please get Fee structure for 2020-2021 from AKU website)

	PKR / USD
Tuition Fee	
University Fee (if applicable)	
Other Fee – (Student Health, Activity, one time admission cost etc)	
Hostel Fee (If applicable)	
<b>Total Fee</b>	
Payment from Family resources	
Other Sources (scholarship, sponsorship etc.)	
Financial assistance requested from AKU	

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

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