

# Mirpur University of Science & Technology (MUST), Mirpur

(Azad Jammu & Kashmir)

**STUDENTS ASSISTANCE CENTRE (SAC)**

Phone: 05827-961080 Email: [scholarships@must.edu.pk](mailto:scholarships@must.edu.pk)



Recent  
Photograph

02- Nos.

## Application Form

### Habib Bank Limited Foundation Scholarship/ Stipend

#### Section A

- Name \_\_\_\_\_ S/D/O \_\_\_\_\_
- Name of Department \_\_\_\_\_ Session \_\_\_\_\_ Semester \_\_\_\_\_  
Category of Admission: Subsidized / Regular \_\_\_\_\_ District \_\_\_\_\_
- University Reg. No: \_\_\_\_\_ Roll No. \_\_\_\_\_ Degree Program \_\_\_\_\_
- CNIC# 

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- Mobile No \_\_\_\_\_ E-mail: \_\_\_\_\_
- HBL Fee Challan# \_\_\_\_\_ Date: \_\_\_\_\_ Amount \_\_\_\_\_
- Bank \_\_\_\_\_ Personal Bank Account No. \_\_\_\_\_
- Present Postal Address \_\_\_\_\_  
\_\_\_\_\_
- Permanent Address \_\_\_\_\_  
\_\_\_\_\_

#### 10. Educational Record:

Level of Education	Name of College/ University	Academic Session / Semester	Monthly Fee Rs.	Division Grade / GPA
Post Graduate (18-years & above)				
Graduate (16-years & above)				
Undergrad (13-years & above)				
Higher Secondary (upto 12- years)				

- Have you ever been awarded any scholarship: Yes  No
- If yes please mention the number(s) and / name / kind of scholarships. \_\_\_\_\_  
Name. \_\_\_\_\_ kind \_\_\_\_\_ component Rs: \_\_\_\_\_
- Statement of Purpose (Explain your suitability for this scholarship) -  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant  
Dated: \_\_\_\_\_

## Section B

1. Parent's / Guardian's Name \_\_\_\_\_ D/S/O \_\_\_\_\_

2. CNIC#: 

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3. Name of Employer/Company / work place \_\_\_\_\_  
\_\_\_\_\_

4. Address of Employer/ Work place \_\_\_\_\_  
\_\_\_\_\_

5. Monthly income earned from all sources: Rs. \_\_\_\_\_ Rupees \_\_\_\_\_

6. Professional status: Employed  Self Employed  Retired  Un-Employed  disable

Reason for not doing any job/work: \_\_\_\_\_  
\_\_\_\_\_

Nature of disability, if any, \_\_\_\_\_ (Proof Attached) \_\_\_\_\_

7. Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

8. Present Address: \_\_\_\_\_

9. Total dependent members of the family: \_\_\_\_\_

10. Details of dependents/ childrens seeking Education:

Sr. #	Name	Relation with applicant	Name & address of school/ college	Tuition Fee per month
1				
2				
3				
4				
5				

11. Monthly Utility Expenditures:

Last 03 Months Utilities Paid (copies enclosed)					
Month	Telephone/ Mobile	Electricity	Gas / water	House Rent	Total
Total					

12. Detail of property: (i) Agri.Land \_\_\_\_\_ Kanal (ii) Residential Land \_\_\_\_\_ Kanal

(iii) Commercial Land \_\_\_\_\_ Kanal (iv) Any other asset \_\_\_\_\_

13. Total value of Property/Assets in Rupees \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

It is certified that application form is correctly filled and complete in all respect. All required informations/ documents are attached with the application form:

Signed and Stamped  
**Departmental Focal Person**

On the basis of assessment/evaluation report of Departmental Focal Person and keeping in view the financial position of the applicant I, hereby placed him in the category of \*\_\_\_\_\_ Original application duly signed by the Dean is forwarded to the Director SFAO for further necessary actions. Prescribed Evaluation performa is enclosed herewith.

It is certified that his/her last result is above 2.5 CGPA and he is not availing any other scholarship from the University. His/Her overall performance and character is satisfactory.

Signed and Stamped  
**Chairperson/HoD/Co-ordinator**

Diary No. \_\_\_\_\_

Date: \_\_\_\_\_

Any additional remarks of the focal person /chairperson/ Dean of the faculty.

I, hereby endorse the recommendations of the chairperson/HoD/Coordinator

Signed and Stamped  
**Dean Faculty of \_\_\_\_\_**

Received No at SFAO \_\_\_\_\_

Dated: \_\_\_\_\_

I have re-checked the application form and got completed it in all respects from the student / HoD where required. All informations and documents are crossed checked and got verified from different sources. All entries are found correct and complete.

**Office Assistant**

**Assistant Director  
(SFAO)**

Countersigned by  
**Director (SFAO)**

\*  
**HD** \_\_\_\_\_ **\*D** \_\_\_\_\_ **\*PS** \_\_\_\_\_ **\*S** \_\_\_\_\_

# Mirpur University of Science & Technology (MUST), Mirpur

(Azad Jammu & Kashmir)

## Evaluation Performa for award of Scholarship to Needy Students

Name: \_\_\_\_\_

Roll No. \_\_\_\_\_

Father's Name: \_\_\_\_\_ Session: \_\_\_\_\_ Semester: \_\_\_\_\_

Level of Impoverishment/Financially Challenged:		Marks	Numerical Evaluation	Marks Obtained
Income of the father/mother/Guardian/any other sponsor	<b>Maximum Marks=60</b>	20	Up to Rs. 50000=05 , Up to Rs.40000=08, Up to Rs.30000=10, Up to Rs.20000=15, Below Rs.20000=20	
Nos. of dependent(s)		5	1 for each dependent	
Educational expenditures		10	60% of income=10, 50%=8, 40%=6, 30%=4, 20%=2	
Living/ Food expenditures		10	30% of income=10, 40%=8,50%=6,60%=4,70%=2	
Miscellaneous Characters		15	Disable= 05, Orphan=05, permanent diseased = 05,	
			<b>Total</b>	

Academic/Non Academic Performance		Marks	Results in examinations	Level of Certificate	Marks Obtained
Previous record (last 02-years)	<b>Maximum Marks=10</b>	06	80% & above 70% & above 60% & above		
Sessional/attendance/curricular performance		02	Up to: 90%= 02, 80%= 01, 70%=0	S.S.C 04 03 02 H.S.S.C 04 03 02	
Co-curricular performance		02	Sports= 1, Debates & miscellaneous Skills= 1		
			<b>Total</b>		

Departmental Evaluation on the basis of record/oral interview		Marks	Justification	Marks Obtained
Chairman	<b>Maximum Marks=30</b>	10		
Dean		5		
ISAC/SMC		15		
			<b>Total</b>	
			<b>Grand Total</b>	

DFP \_\_\_\_\_ HOD \_\_\_\_\_ Dean \_\_\_\_\_

## **UNDERTAKINGS:**

1. I hereby, solemnly declare that the informations given in this application are true to the best of my knowledge and belief.
2. I understands that any incorrect/false information will result to the cancellation of this application.
3. If any information given in this application is found incorrect or false, the University may stop the scholarship and I shall bound to refund all amount received to this account.
4. The University reserves the right to use these informations for verification and other purposes.
5. I have read the eligibility criteria and rules & regulations for award of this scholarship carefully and I shall abide by all rules & regulations and decisions of the University

Signature of parents/ guardian \_\_\_\_\_ Signature of applicant \_\_\_\_\_

### **I. Rules & Regulations for award of scholarships of HBL-Foundation scholarship:**

1. The application form(s) shall be available on University website and at HBL University Branch Mirpur ;
2. Applications shall be called once in every academic year during the month of February by the office of Financial Aid / Secretary SMC;
3. Preliminary scrutiny and evaluation of applications shall be made at each relevant department through Departmental Scholarship Committee(s) (DSC) according to the eligibility criteria/rules & regulations and evaluation/assesment performa of HBL Foundation and forwarded through proper channel to the office of SFAO for further process.
4. Reviewal / selection and recommendations of potential candidates shall be made by the HBLF-SMC;
5. Final approval of a candidate shall be made by the Vice Chancellor on the recommendations of SMC;
6. Awardee shall provide a certificate of the Head of department that overall performance and character of the awardee is satisfactory;
7. Stipend can be awarded for one semester only or upto full duration of any course as may be recommended by the Scholarship Management Committee (SMC) and approved by the Vice Chancellor on case to case basis and availability of funds;
8. Academic performance shall be given due considerations during the course of scrutiny/ evaluation at department level;
9. Stipend shall be subject to maintenance of CGPA not less than 2.50 upto 16-years Education Programe and 3.00 for above to 16-years Education Programe;
10. The amount of stipend shall be adjusted to the tuition fee of the awardee(s) on semester basis;
11. Final Selection will be made on the basis of informations recommendations and verification/ investigations for authentication of provided information.
12. Candidate may be required to appear for interview (s).

### **II. Eligibility criteria for award of scholarships / Stipend**

The minimum criteria to become an eligible student for grant of HBL-foundation scholarship/ stipend shall be as under:

#### **The Applicant should be:**

1. A student of MUST admitted under any category/ programe and belongs to any area of AJK-Gilgit Baltistan-Pakistan except overseas/ foreign nationals;
2. Not receiving any other scholarship/ stipend except merit or Benevolent Fund Grant;
3. A member of such family whose monthly earning from all sources is less than Rs. 50,000/- (fifty thousand) only;
4. Quota @ 2% may be allocated to special/ orphan students, if required