**UNIVERSITY OF AGRICULTURE, FAISALABAD**

 (Personnel Section)

 No. PS-6/5/

 Dated:-

Subject:- **APPLICATIONS FOR THE AWARD OF EDUCATIONAL SCHOLARSHIPS**

**OUT OF BENEVOLENT FUND PART-II (B-1 TO B-15) FOR THE YEAR 2022-2023**

 According to the decision of the Board of Management of Benevolent Fund at its meeting held on 23.06.2023, applications on the prescribed form, available at University website [www.uaf.edu.pk](http://www.uaf.edu.pk) are invited for award of Educational Scholarships out of Benevolent Fund Part-II to children of Serving, Invalid and Deceased University Employees (BPS-1 to 15) provided that:-

1. The Educational Scholarships will be admissible for one child of serving University Employees for post-matric classes.
2. In case of death or invalidation during service and if death occurs within 15 years after retirement, Scholarship will be admissible for not more than 3 children.
3. The adopted sons/daughters who fall in the definition of family, will be eligible to the grant of Educational Scholarship but it will be confined to only one adopted child of each family.
4. The children of inservice University employees who are working in research projects/development project/DPL/ on per lecture basis etc are not eligible for grant of educational scholarship out of Benevolent Fund Part-II.
5. The employees from BPS-1 to 15 having 10 years service at their credit are eligible for Educational Scholarship.

6 The children availing fee concession/free education facility from this University are not eligible for the educational scholarship.

 The applications complete in all respects must be submitted to the Deputy Registrar (Admn) (Personnel Section) within the period from 15.08.2023 to 31.08.2023 during office hours either by post or in person. **The** **Board of Management of Benevolent Fund at its meeting held on 08.06.2020 decided that the applications for educational scholarships received after due date will not be entertained.**

 Sd/-

 **(MUHAMMAD SARFRAZ HUSSAIN)**

**Deputy Registrar (Admn.)**

Endst No. PS-6/516255-61 Dated:09.08.2023

Copy is forwarded to:-

1. Principal Officer (PRP) for publication in the **Campus News. Twice.**
2. Incharge, Information Technology to upload the attached form on university website

**Following Principals/Deans/Directors/Principals Officers are requested to kindly bring the advertisement in the notice of the concerned staff.**

3. All Deans/Directors/Director General/Principal Officers, UAF.

4. Principals of the UAF Sub Campuses.

5. All Chairmen of Teaching Departments, UAF.

6. All Heads of Sections working under the Registrar/Treasurer/Controller of Examinations.

7. Secretary to Vice Chancellor.

 **Admn. Officer (P.)**

 **CHILDREN OF INSERVICE UNIVERSITY EMPLOYEES**

**APPLICATION FOR GRANT OF EDUCATIONAL SCHOLARSHIP OUT OF BENEVOLENT FUND PART-II (BS-1 TO 15)**

**(SCHOLARSHIP IS ADMISSIBLE FOR ONLY ONE CHILD OF POST MATRIC CLASSES)**

 **NOTE** i)According to decision of Board of Management of Benevolent Fund at its meeting held on 07.06.2016 the children of in-service University employees who are working in research projects/development projects/DPL/on per lecture basis etc. are not eligible for grant of educational scholarship out of Benevolent Fund Part-II.

 ii)TheBoard of Management of Benevolent Fund at its meeting held on 08.06.2020 decided that the applications for educational scholarships received after due date will not be entertained.

iii) According to the decision of the Board of Management of Benevolent Fund at its meeting held on 23.06.2023 the employees from BPS-1 to 15 having 10 years service at their credit are eligible for Educational Scholarship.

iv) The children availing fee concession/free education facility from this University are not eligible for the educational scholarship..

1. Name of Univ. Employee.
2. Designation\_\_\_\_\_\_\_\_\_\_
3. Department\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Date of Birth\_\_\_\_\_\_\_\_\_\_\_
5. Copy of Salary Slip must be attached \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Date of Appointment (BPS)
7. Date of Retirement
8. Length of service \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. Amount of Last Deduction of B.F.­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. Name of Bank & Account No. of the Employee
11. **UNDERTAKING**

 I do hereby solemnly declare and affirm that contents of the above application are true to the best of my knowledge and belief that I have concealed nothing. I know that in the event of making a willful misrepresentation or suppression of facts, I shall be liable to disciplinary action.

 **(SIGNATURE OF THE EMPLOYEE)**

11. **CERTIFICATE**

 (By the Head of Department of the Employee)

 I certify that the applicant is a regular employee of the University and subscriber to the Benevolent Fund. I also certify and attest the details furnished above and:-

i Recommend the grant of Scholarship.

ii. Do not recommend the case for reasons**.**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Signature and Seal**

 **Chairman of the Department.**

12. **CERTIFICATE**

Certified that the applicant is not receiving fee concession from the University for his child.

 **Accounts Officer (Fee Section)**

 PTO

13. **PARTICULARS OF THE STUDENT OF POST-MATRIC CLASS FOR WHOM AWARD OF SCHOLARSHIP IS REQUIRED**

i. Name

ii. Name of the institution where studying

iii. Class

iv. Registration. No.

v. Year of Admission

vi. Annual Fee

vii. Result of the following previous Examinations:-

 Matric

F.A., F.Sc.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BA./B.Ed./B.Com.

M.Sc./MBA/M.Com/M.A/MBBS/DVM/

B.Sc.(Hons)/B.Ed.(Hons).

M.Phil./MS/M.Sc.(Hons)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

14. **CERTIFICATE BY THE HEAD OF THE EDUCATIONAL INSTITUTION OF THE STUDENT.**

 Certified that information given in Sr. No.13 is correct.

**Signature and Seal**

**Head of the Educational Institution.**

 -01-

**CHILDREN OF INVALID/DECEASED UNIVERSITY EMPLOYEES**

**APPLICATION FOR GRANT OF EDUCATIONAL SCHOLARSHIP OUT OF BENEVOLENT FUND PART-II (BS-1 TO 15)**

**(Scholarship Admissible for 3 Children from Primary level)**

**NOTE** According to decision of Board of Management of Benevolent Fund at its meeting held on 07.06.2016 the children of in-service University employees who are working in research projects/development projects/DPL/on per lecture basis etc. are not eligible for grant of educational scholarship out of Benevolent Fund Part-II.

1. Name of Invalid Pensioner.
2. Name of Guardian

 (in case of death of University Employees)

1. Relation of Guardian with the deceased employees
2. Designation of Invalid Pensioner/

 Deceased Employees

1. Department
2. Date of Birth
3. Date of Appointment

8. Date of Invalidation /Death

 (Enclose a certificate for Invalidation/Death)

9. Annual Income of the Invalid Pensioner or Guardian from all sources.

 (Please specify sources)

10. No of children for whom scholarship are required.

11. **UNDERTAKING**

 I do hereby solemnly declare and affirm that contents of the above application are true to the best of my knowledge and belief that I have concealed nothing. I know that in the event of making a willful misrepresentation or suppression of facts, I shall be liable to disciplinary action.

 **(SIGNATURE OF THE EMPLOYEE)**

12. CERTIFICATE BY THE HEAD OF DEPARTMENT OF THE EMPLOYEE

 I certify that the applicant is a regular employee of the University and subscriber to the Benevolent Fund. I also certify and attest the details furnished above and:-

 i. Recommend the grant of Scholarship.

 ii. Do not recommend the case for reasons.

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 **Signature and Seal**

 **Chairman of the Department.**

 P.T.O.

-02-

13. **PARTICULARS OF THREE STUDENTS FOR WHOM AWARD OF SCHOLARSHIP ARE REQUIRED**

I.

i. Name of Student

ii. Name of institution

iii. Class

iv. Registration. No.

v. Year of Admission

vi. Fee Annual Fee

vii. Boarder/ Non-Boarder.

viii. Result of Previous Examinations.

CERTIFICATE BY THE HEAD OF THE EDUCATIONAL INSTITUTION OF THE STUDENT.

 Certified that:-

i. Information given under Col. 13(I), are correct.

ii. He/She bears good moral character;

**Signature and Seal**

**Head of the Educational Institution.**

-03--

II.

i. Name of Student

ii. Name of institution

iii. Class

iv. Registration. No.

v. Year of Admission

vi. Fee Annual Fee

vii. Boarder/ Non-Boarder.

viii. Result of Previous Examinations.

CERTIFICATE BY THE HEAD OF THE EDUCATIONAL INSTITUTION OF THE STUDENT.

 Certified that:-

i. Information given under Col. 13(II), are correct.

ii. He/She bears good moral character;

**Signature and Seal**

**Head of the Educational Institution.**

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III.

i. Name of Student

ii. Name of institution

iii. Class

iv. Registration. No.

v. Year of Admission

vi. Fee Annual Fee

vii. Boarder/ Non-Boarder.

viii. Result of Previous Examinations.

CERTIFICATE BY THE HEAD OF THE EDUCATIONAL INSTITUTION OF THE STUDENT.

 Certified that:-

i. Information given under Col. 13(III), are correct.

ii. He/She bears good moral character;

**Signature and Seal**

**Head of the Educational Institution.**