

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



(Azad Jammu & Kashmir)

**STUDENTS ASSISTANCE CENTRE (SAC)**

Phone: 05827-961080-960059 Email: [scholarships@must.edu.pk](mailto:scholarships@must.edu.pk)

Recent  
Photograph

02- Nos.

## Application Form

### For Award of SAJS Trust Scholarship

**(SARA AHMED JOO SARAF)**

#### 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: \_\_\_\_\_
- Present Postal Address \_\_\_\_\_  
\_\_\_\_\_
- Permanent Address \_\_\_\_\_  
\_\_\_\_\_
- 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 \_\_\_\_\_ (proof attached)

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. 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. Total value of House/Assets( in Rupees) \_\_\_\_\_

### 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 \_\_\_\_\_

**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 SAC 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/she 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)**

**Mirpur University of Science & Technology (MUST), Mirpur**  
 (Azad Jammu & Kashmir)  
**Evaluation Performa for award of Scholarship to Needy Students**

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

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

Level of Impoverishment/Financially Challenged:	<b>Maximum Marks=50</b>	Marks	Numerical Evaluation	Marks Obtained
Income of the father/mother/Guardian/any other sponsor		15	Upto Rs. 50000=4 , Upto Rs.40000=6, Upto Rs.30000=8, Upto Rs.20000=10, Below Rs.20000=15	
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%=4,50%=2	
Miscellaneous Characters		10	Disable= 04, Orphan=04, permanent diseased = 02,	
		<b>Total</b>		

Academic/Non Academic Performance	<b>Maximum Marks=25</b>	Marks	Results in examinations	Marks Obtained																										
Previous record (last 02-years)		16		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"><b>Level of Certificate</b></td> <td style="width: 15%;">80%&amp; above</td> <td style="width: 15%;">70% &amp; above</td> <td style="width: 15%;">60% &amp; above</td> <td style="width: 15%;">below 60%</td> </tr> <tr> <td>S.S.C</td> <td style="text-align: center;">04</td> <td style="text-align: center;">03</td> <td style="text-align: center;">02</td> <td style="text-align: center;">01</td> </tr> <tr> <td>H.S.S.C</td> <td style="text-align: center;">04</td> <td style="text-align: center;">03</td> <td style="text-align: center;">02</td> <td style="text-align: center;">01</td> </tr> <tr> <td>U-Graduate</td> <td style="text-align: center;">04</td> <td style="text-align: center;">03</td> <td style="text-align: center;">02</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Graduate</td> <td style="text-align: center;">04</td> <td style="text-align: center;">03</td> <td style="text-align: center;">02</td> <td style="text-align: center;">01</td> </tr> </table>	<b>Level of Certificate</b>	80%& above	70% & above	60% & above	below 60%	S.S.C	04	03	02	01	H.S.S.C	04	03	02	01	U-Graduate	04	03	02	01	Graduate	04	03	02	01	
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Graduate	04	03	02	01																										
Sessional/attendance/curricular/performance	6	90%= 6, 80%= 4 70%=2,																												
Co-extracurricular/performance	3	Sports= 1, humanitarian & volunteer=1 Debates & miscellaneous Skills= 1																												
		<b>Total</b>																												

Departmental Evaluation on the basis of record/oral interview	<b>Maximum Marks=25</b>	Marks	Justification	Marks Obtained
Chairman		5		
Dean		5		
SMC/ISAC		15		
		<b>Total</b>		
		<b>Grand Total</b>		

**Rules & Regulations:**

1. Applications shall be called once in every academic year
2. 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/assessment performed forwarded through proper channel to the office of SAC for further process.
3. Reviewal / selection and recommendations of potential candidates shall be made by the SAC;
4. Final approval of a candidate shall be made by the Vice Chancellor.
5. Awardee shall provide a certificate of the Head of department that overall performance and character of the awardee is satisfactory;
6. Stipend shall be awarded for one Academic Year;
7. Academic performance shall be given due considerations during the course of scrutiny/ evaluation at department level;
8. Stipend shall be subject to maintenance of CGPA not less than 2.50 upto 16-years Education Programme and 3.00 for above to 16-years Education Programme;
9. The amount of stipend may be adjusted to the tuition fee of the awardee(s) on semester basis;
10. Final Selection will be made on the basis of information recommendations and verification/ investigations for authentication of provided information.
11. Candidate may be required to appear for interview (s).

**I. Eligibility criteria for award of scholarships / Stipend****Selection Criteria:**

- Scholarship shall be granted to the students of **any academic year**
- Only **AJK nationals/Refugees** are eligible to apply ;
- The applicant has to prove his/her **neediness and academic excellence**
- The student must not be availing **any other scholarship**
- The scholarship will be for a period of **One year**
- The student must have passed the examinations as a whole in first attempt