

# Financial Aid Application For the Year 2019-20

## Instructions

### This application covers the following sections:

Section A: Student Information	Answer all questions.
Section B: Family Members' Information	If a question does not apply to you, please do not leave the answer field blank. In case of numeric field, enter the number (0).
Section C: Educational Information	If a question does not apply in a text field, please enter "NA".
Section D: Household Income and Sources	
Section E: Assets Owned	Please enter currency amounts in PKR.
Section F: Household Expenses	
Section G: Expected Contribution	Submit this form in hard copy alongwith supporting documents to Office of Scholarship & Financial Aid before the deadline.
Section H: Additional Explanations	
Section I: Undertaking	

All financial information and documents submitted to the Office of Scholarship & Financial Aid will be treated as confidential.

Please note that submission of a financial aid application does not guarantee an award of financial aid by the Institute for Art and Culture (IAC). IAC will grant awards according to demonstrated need, subject to verification of information provided, IAC policies and subject to availability of Funds.

IAC reserves the right to verify applicant's information from a recognized source or a third party and/or request additional documents or explanation of information or circumstances.

Failure to provide complete or correct information or concealment of information will result in withdrawal or denial of financial aid. IAC reserves the right to take strict disciplinary action against such applicants or students.

## Checklist of Financial Aid Application Documents

- Salary slips or certificates of all employed family members for the last month, attested by the applicable company/organization;
- If unemployed attach related documents;
- Bank statements of self and all employed family members for all active accounts, dating July 2018 through the application date (if applicable);
- Documentary evidence of all assets or property owned, including saving certificates, bonds, shares, investments (if applicable);
- Copy of scholarship(s) or funding offers received for self and family members for the relevant year and/or future scholarship or funding offer letters (if applicable);
- Tax Return and Wealth Statements of all employed family members for year 2017-18 (if applicable);
  
- Copy of rent agreement(s), for rent paid (if applicable);
- Copies of last tuition fee receipts of all family members attending educational institutes in year 2018-19;
  
- Copy of current month's household utility bills - electricity, gas, telephone, water;
- Copies of the last 6 months' medical bills and expense receipts (if applicable);
- Copies of CNIC of parents, guardians, other employed family member(s);
- Copy of CNIC/B-Form of the applicant;
- Any other document(s). Please specify: \_\_\_\_\_
- Death Certificate (if applicable)

## Section A: Student Information

1. Full Name: \_\_\_\_\_
2. Applicant/Student ID: \_\_\_\_\_
3. Phone Number: \_\_\_\_\_
4. Marital Status: \_\_\_\_\_
5. Citizenship Status: Single / Dual
6. CNIC / Form B No: \_\_\_\_\_
7. Citizenship \_\_\_\_\_
8. Are you currently employed? Yes / No  
If yes, provide employment details in Section B
9. Address: \_\_\_\_\_
10. City & Province: \_\_\_\_\_
11. School: \_\_\_\_\_

## Section B: Family Members' Information

1. Total Number of Family Members: \_\_\_\_\_
2. No of employed family members: \_\_\_\_\_
3. Number of Family Members not employed:
4. Number of family members going to school/college/university: \_\_\_\_\_
5. Parents' current marital status: Married / Mother Living & Father Deceased / Father Living & Mother Deceased / Other \_\_\_\_\_

### Parents' / Guardians' Information

1. Father/ Guardian (Name): \_\_\_\_\_
2. National Identity Card #: \_\_\_\_\_
3. Email Address: \_\_\_\_\_
4. Education: \_\_\_\_\_
5. Country(ies) of citizenship: \_\_\_\_\_
6. Phone #: \_\_\_\_\_
1. Mother/ Guardian (Name): \_\_\_\_\_
2. National Identity Card #: \_\_\_\_\_
3. Email Address: \_\_\_\_\_
4. Education: \_\_\_\_\_
5. Country(ies) of citizenship: \_\_\_\_\_
6. Phone #: \_\_\_\_\_

## Work-related Information of Guardians & Other Family Members

1. Father/ Guardian: \_\_\_\_\_
2. Relationship with applicant: \_\_\_\_\_
3. Type of work (select whichever apply, and provide details for each) :
- Employed Designation: \_\_\_\_\_ Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Business Owner / Partner      Sole Proprietor / Partnership / Company

Address: \_\_\_\_\_

Retired      Organization Name: \_\_\_\_\_      Retirement Date: \_\_\_\_\_

Last Drawn Salary: \_\_\_\_\_

Unemployed      Unemployed since: \_\_\_\_\_

1. Mother/ Guardian: \_\_\_\_\_      2. Relationship with applicant: \_\_\_\_\_

3. Type of work (select whichever apply, and provide details for each) :

Employed      Designation: \_\_\_\_\_      Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Business Owner / Partner      Sole Proprietor / Partnership / Company

Address: \_\_\_\_\_

Retired      Organization Name: \_\_\_\_\_      Retirement Date: \_\_\_\_\_

Last Drawn Salary: \_\_\_\_\_

Unemployed      Unemployed since: \_\_\_\_\_

1. Other Family Members\*: \_\_\_\_\_      2. Relationship with applicant: \_\_\_\_\_

3. Type of work (select whichever apply, and provide details for each) :

Employed      Designation: \_\_\_\_\_      Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Business Owner / Partner      Sole Proprietor / Partnership / Company

Address: \_\_\_\_\_

Retired      Organization Name: \_\_\_\_\_      Retirement Date: \_\_\_\_\_

Last Drawn Salary: \_\_\_\_\_

Unemployed      Unemployed since: \_\_\_\_\_

\*Brother / Sister

## Section C: Educational Information of Siblings (2018-19)

Family Member Name	Relationship	Name and address of university/college/school/tutoring centre	Education Year / Grade	Scholarship/Funding Received Amount Per Year	Total Tuition Fee Per Year (Without Scholarship)
<b>Total Cost of Family Education</b>					

Please state an estimate for your education cost for year 2017-18. If you were not enrolled at an education institute, then provide the cost of your last education year: \_\_\_\_\_

Identify the percentage of fee contributed by the following for your education:

Parents: \_\_\_\_\_ Scholarships: \_\_\_\_\_ Other Family Member: \_\_\_\_\_ Other Source: \_\_\_\_\_

## Section D: Household Income and Sources For the Year 2017-18

Family Member Name	Annual Pension/Income	Net annual Salary / Income (deductions of tax, provident fund, loan repayment, other)	Annual net income from investments	Other income (explain: e.g. interest)

			<b>Total Family Income:</b>	

**Section E: Assets Owned**

Asset Type	Total Area (Sq. ft.)	Address	Current Market Value	
			Owned by Applicant	Owned by Parent/Guardian
1. Residential House				
2. Other Land/ Building				
3. Saving Certificates/ Shares				
4. Other Assets/ Investments				
			<b>Total Vehicles Value</b>	

Current Residence Type: Rented / Owned / Provided by Employer    Residence Type: Apartment / Townhouse / Bungalow

Vehicle Type	Model	Number / Quantity	Current Market Value	
			Owned by Applicant	Owned by Parent/Guardian
1. Car				
2. Motorcycle				

3. Other _____				
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<b>Total Vehicles Value</b>		
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### Section F: Household Expenses Monthly

Expense Category	PKR Per Month	Expense Category	PKR Per Month
1. House Rent (if applicable)		2. Medical (Average)	
3. Utilities		4. Others _____	

How many persons does your family employ as household servants (cook, cleaner, gardener, driver, guard)? \_\_\_\_\_

### Section G: Expected Contribution (Annual) For the Year 2019-20

Contribution Sources	Amount in PKR
1. Expected Contribution from Student / Parent / Guardian	
2. Funding from Other Sources for the Year	
3. Others: _____	
<b>Total Yearly Contribution for Your Fee</b>	

### Section H: Additional Explanations

Enter here any additional explanation or information about special circumstances that you would like to provide, relevant to this application, not covered in the sections above. Please provide documentary evidence supporting entered information, if applicable.

## Section I: Undertaking

Please tick all boxes and enter relevant signatures and dates below. If you do not tick and sign below, we will not accept the application and will ask you for another form.

- We declare that the information on this form is true, correct, and complete. We understand that providing false or incomplete information and/or documents will lead to withdrawal or denial of financial aid and strict disciplinary action, subject to the Institute's Code of Conduct, policies, and/or applicable country laws.
  
- We understand that submitting a financial aid application does not guarantee financial aid, nor does it absolve us of any financial responsibility towards Institute's education costs.
  
- Institute for Art and Culture has our permission to verify information provided in this financial aid application by obtaining documentation as needed or through other sources.

Signature of Father / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Mother / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Acknowledged By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Treasurer)

Acknowledged By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Information Office)