

RENEWAL OF SHDF SCHOLARSHIPS 2017 (FOR OLD APPLICANTS)

NISHKAM SIKH WELFARE COUNCIL (REGD.)

In association with

SIKH HUMAN DEVELOPMENT FOUNDATION, USA

NISHKAM BHAWAN, B-BLOCK, TILAK VIHAR, TILAK NAGAR, NEW DELHI – 110018

Ph. No. 011-28333842/011-28333377, Email-ID: nishkamsewa1984@gmail.com Website: www.nishkam.in

GUIDELINES FOR RENEWAL OF SHDF SCHOLARSHIPS (2017)

Procedures

For renewal of SHDF Scholarships 2017, the students are required to submit duly filled in College Report (Format for the same is attached herewith) along with latest Original Income Proof, Photocopy of DMC or attested copy of gazette of last semester's/year's result and photocopies of fee receipts for the last year (see details below) **LATEST BY 30TH JULY 2017.**

It may also be noted that each student eligible for Renewal of Scholarship and whose professional course is going to be completed during current year or next year will have to attend at least one Seminar / Workshop for his/her improvement of Communication skills, Personality Development, Moral Science, Human Values and Career Guidance during the year.

Candidates will also be required to appear for Interview. This interview shall be based on the subject matter contained in the recommended book "Naitik Sikhya" (prescribed by Guru Gobind Singh Study Circle, Ludhiana), general knowledge and knowledge about the course for which scholarship is to be paid.

The Interview shall be conducted at different centres (convenient to the applicant) say Amritsar, Ludhiana, Chandigarh, Faridkot, Bathinda, Moga and New Delhi on the date and time will be intimated later on by e-mail or can be checked at Nishkam's website www.nishkam.in

***PLEASE READ THE FOLLOWING INSTRUCTIONS / GUIDELINES BEFORE ATTEMPTING TO FILLUP
THE COLLEGE REPORT***

Regarding College Report:

1. Complete the College Report in ink in English in BLOCK LETTERS.
2. **DO NOT PUT DOTS / DASHES AND DO NOT LEAVE ANY COLUMN BLANK.**
3. **INCOMPLETE COLLEGE REPORT WILL BE SUMMARILY REJECTED and no further correspondence will be entertained.**
4. College Report should bear **Signature of the Head of the College / institute with Date and Stamp.**

Required enclosures / supporting documents:

With the duly FILLED-IN and SIGNED College Report, attach the following documents: -

1. Good quality colored passport size recent photographs-Three (paste TWO photographs at appropriate places in the Application Form and attach third to be put in an envelope with your name / Roll No. on the back side of it.
2. **DMC/ attested Gazette** of last 2 Semesters' or 1 year of college education Examinations
3. Fees receipts for amount paid to college/institute for the last year.
4. Photocopy of Death certificate(s), if father/mother is not alive.

(Please do not attach this page with Application Form)

1. Proof of family income (both parents):- The Affidavit/Certificate is to be prepared on Stamp Paper (wherever applicable) as per the SAMPLE FORMAT provided:

Occupation	Father	Mother	Income Proof to be submitted with Application Form-Please submit in the appropriate format
Businessman			Copy of latest ITR (if Filed) or income proof as per FORMAT-A
Farmer(having own land)			Income Certificate from Village Sarpanch/ Tehsildar as per FORMAT-B
Labourer Private Workers/Daily Wagers			Income certificate as per FORMAT-C
Employee			Copy of latest ITR (if Filed) or Salary certificate as per FORMAT-D , Pension certificate or copy of Passbook entries showing pension amt.
Pensioner			Proof of receiving pension as per FORMAT-E
_____			_____

Important Instructions:

- 1 Duly filled-in College Report with all Enclosures as stated above should be sent to **“Nishkam Sikh Welfare Council (Regd.), Nishkam Bhawan, B-Block, Tilak Vihar, Tilak Nagar, New Delhi-110018”** by speed/registered post or courier marking, **“SHDF Scholarships-2017”** on the top of the envelope containing the Report **and must reach Nishkam Office by 30th July 2017 (1700 Hrs.)**. **College Report received after the last date will be summarily rejected.**
- 2 Please always state your **SHDF Roll No.** and **Contact Number** while communicating with Nishkam and also inform immediately about any change in your postal address or e-mail ID or phone number
- 3 Students who have completed their professional course this year and want to join higher professional course should submit duly filled and signed **Application form for New Applicants (containing 6 pages)** mentioning their old SHDF Roll Number. Such students will be given new Roll Number for higher degree course.
- 4 Please give TRUE & CORRECT information. Giving **false information** or suppression of any fact will result in **termination of scholarship**, if already granted besides other legal action can be initiated. **STUDENTS BELONGING TO ONLY NEEDY FAMILIES SHOULD APPLY.**
- 5 If the applicant has **received financial assistance** (either on account of SC/ ST/ OBC/ Any other category OR from any other source) during the previous year, full **information must be provided** at the appropriate place in the College Report.
- 6 Management reserves the right to reject any application without assigning any reason. Decision of management for scholarships shall be final and binding. **No correspondence will be entertained in this regard.**

Last Date for Receipt of College Report is July 30, 2017.

(Please do not attach this page with Application Form)

FORMAT "A"
(For Self owned business/shop/self employed etc.)

**This declaration of income statement must be typed on a Stamp Paper and duly attested by
Notary/Magistrate/Revenue Authority
Affidavit on Stamp Paper is to be sent with the Application Form**

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

_____ and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I am a self employed person and running the business of _____
2. The name of my business/shop is _____
3. The address of my business/shop is _____
4. The business/shop location is owned by _____
5. I deal in the following main commodities _____
6. My total annual income from this business/shop is Rs. _____
7. I have _____ number of hired workers.
8. My PAN No./Sales Tax No. is _____
9. I am paying /not paying Income Tax _____
(if paying attach copy of IT Return.)

I hereby declare and affirm that the information given as above is true and correct to the best of my knowledge and belief and nothing material has been concealed or suppressed therein. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn. Besides, legal action as per law can also be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with your Application Form)

FORMAT "B"
(For Farmers/Agriculturists having own land)

**This declaration of income statement must be typed on a Stamp Paper given below and duly attested by
Notary/Magistrate/Revenue Authority**

Or

Self declaration duly attested by Village Sarpanch/Tehsildar

Affidavit on Stamp Paper OR Self declaration (whichever is applicable) is to be sent with the Application Form

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I own _____ (land size) _____ of agricultural land.
2. I have given on lease/rent _____ (land size) _____ of agricultural land.
3. My agricultural land is situated at (complete address of where land is situated) _____

4. I cultivate _____ (names of crop cultivated) _____ crops on this land.
5. My irrigation resource is _____ Own Tube well/Canal/any other source _____
6. I have _____ nos. of Cows/buffalos and income from selling milk is _____
7. My annual income from the sale of the crop and milk is Rs. _____
8. I have _____ number of hired workers working on my land.

I hereby declare and affirm that I have knowingly and willfully stated the above facts and the information given is true and correct to the best of my knowledge and belief. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn and legal action, as deemed fit, may be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with your Application Form)

FORMAT "C"
(For Labourers/Private Workers/Daily Wagers)

**This declaration of income statement must be typed on a Stamp Paper bearing given below and duly attested by
Notary/Magistrate/Revenue Authority
Affidavit on Stamp Paper is to be sent with the Application Form**

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

_____ and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I work as a labourer/ private worker OR _____.
2. My nature of work is *(Describe it)* _____

3. My monthly Income as Labourer/Private Worker/ _____ is Rs. _____
4. I have my own house. _____ YES / NO _____

I hereby declare and affirm that I have knowingly and willfully stated the above facts and the information given is true and correct to the best of my knowledge and belief. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn and legal action, as deemed fit, may be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with your Application Form)

FORMAT "D"

(For Employee/Pensioners etc)

This declaration of income statement must be typed on a Letter head of the company and duly attested by Employer (in case of employee)

Declaration is to be sent with the Application Form

It is hereby certified that Sh./Smt. _____ son / Wife of _____ is an employee of our Company / Organization since _____ in the position of _____ and drawing a monthly salary of Rs. _____. His/Her monthly Salary Slip is Attached.

(Signature, Designation & Seal of the issuing authority)

Date _____

FORMAT "E"
(For Pensioners etc)

This declaration of income statement must be printed on a Letter head of Bank where you are receiving pension and duly attested by Bank Manager

Declaration is to be sent with the Application Form

It is hereby certified that Sh./Smt. _____ son / Wife of _____ is a Pensioner and he/she is getting Rs _____ per month as a pension in our Bank. Copy of his /her bank passbook is attached herewith.

(Signature, Designation & Seal of the issuing authority)

Date _____

(Send any one Format (from Format-A to E) which is linked with your Application Form)

APPLICATION FORM FOR RENEWAL OF SHDF SCHOLARSHIPS 2017

(For old applicants)

To be submitted to

**NISHKAM SIKH WELFARE COUNCIL (REGD.)
SHDF DIVISION**

Nishkam Bhawan, B-Block, Tilak Vihar, Tilak Nagar, New Delhi-110018

Tel. : 2833-3842/6677/5577/4477/3377, Website: www.nishkam.in

STUDENTS BELONGING TO ONLY NEEDY FAMILIES SHOULD APPLY.

Paste passport size photograph (**do not staple**)The candidate should write his/her name & sign across the photograph

Roll No. of SHDF

1. Full Name (in Capital Letters) _____
2. Date of Birth(DD/MM/YYYY)____/____/____ 3.Religion _____ 4. Contact No.(s) _____
5. Valid Email-ID _____ 4(a)Alternate Contact No. _____
6. Permanent Residential Address(in Capital Letters): _____

District _____ Tehsil _____ State _____ Pin Code _____

7. Family Particulars:

(A) <u>Parents</u>	Father	Mother
(i) Name		
(ii) Occupation/Profession		
(iii) Annual Gross Family Income (Please provide proof)		

(B) Brothers/Sisters living with Parents:

Name	Relation (Brother/Sister)	Age	Class/Course of study	Tuition fee (attach proof) (Annual)	If working (Profession and Income)
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____

8. Course of study : _____ Current Sem / Year _____
9. Total Fees of one Academic Year: Tuition Fees _____, Other fees _____, Hostel Fees _____, Total fees _____
10. Name & University of College : _____

11. Did you receive or do you expect to receive any Financial Assistance from any other source for the course for which SHDF scholarship is being applied? (Yes/No) _____

If yes, please provide the following details :

Name of the Source / Institute from which Assistance received/expected.	Duration Month, Year to Month, Year	Total Amount

12. Checklist

Please tick appropriate box with (✓) or (X) and / or fill-in relevant information in the space provided for the following check-list points (Also attached the documents in the same sequence):

S.No.	Check list Point	Yes (✓)	No (X)	Reason for No (X)
1.	3 Photographs pasted / attached			
3.	Duly filled in and signed Report from College Authorities with their stamp. Also give working Mobile Number and E-mail ID.			
4.	Attested Gazette / photocopy of DMC for Examinations of professional course passed during Apr. 2016 – Mar. 2017.			
5.	Self attested Photocopies of fees receipts paid during the period from Jun. 2016 onwards.			
6.	Latest, Original Annual Income Proof.			

Signature of Father/Mother/Guardian

Name: _____

Date: _____

Signature of Applicant

Name: _____

Date: _____

SHDF SCHOLARSHIPS: 2017 (for old applicants)
REPORT FROM COLLEGE AUTHORITIES

Paste passport size photograph (**do not staple**) The candidate should write his/her name & sign across the photograph

SHDF Roll No. _____

Name of the student: _____ S/o, D/o _____

Address : _____

Phone No(s). _____ Email-Id _____

Name & address of the College/Institute:		Name of the University:	
Name of the Principal/Head of Department		Phone No. & Email address of the Principal/Head of Department	
Family's annual income as per College/Institute Records		Receiving financial aid/ scholarship from any other Organization? If yes, name of the organization and the amount for the academic year	

Student's Details:

College/Institute Roll no.	Course Of Study	Year of admission	Duration of the course/No. of semesters/years	Year/Semester in which studying at present	Percentage of Attendance during the period under report	Conduct (Satisfactory/Not satisfactory)

Previous Years'/Semesters' Academic Record of Student, if applicable,

Two most recent semesters or one year (Start with the latest Exam)	Maximum Marks	Marks obtained	Percentage	Month & Year of Examination	Subject(s) in which required to reappear

Details of Fee chargeable by the College & paid to the college/Institute (Please provide proof)

S. No.	Item	Net fees including any concession for Academic Year (2 Semesters) 2017-18	Concession given by the college (if any)	Actual Fees paid for year 2017-18		Balance Fees (to be paid)
				Amount	Receipt No. & Date	
1.	Tuition Fee					
2.	Total Non- Refundable Charges e.g. Development Fee, Exam Fee etc.					
3.	Refundable Charges					
4.	Hostel Charges					
5.	Total					

(If Meritorious student, give 1st, 2nd or 3rd Position in Class)

Certified that the above student, who passed last _____ semester/year of the course in our college, secured _____ position (not Division) in a class of _____ students.

Certified that the above information in respect of _____ (Roll no. _____), S/o, D/o _____ is as per official record of the College/Institute and has been provided to facilitate grant of scholarship to the student.

Date _____

Place _____

(Principal/ Head of Department)
(Stamp of College/Institute)