

APPLICATION FOR DEPARTMENTAL SCHOLARSHIP FOR
TECHNICAL/NON -TECHNICAL

(A) Details of applicant (Employee)

1. Name :
2. Date of birth :
3. Designation and Date of appointment :
 - a) Date from which the official is a member of special welfare fund :
4. Address:-
 1. Office :
 2. Residence..... :
 3. Telephone No..... :
5. Whether belongs to SC or ST :
6. Basic pay of the official/officer as on :
7. Basic pay of husband/wife (if employed) and Pay certificate to be enclosed :
8. Name of the Unit in which the husband/ wife is employed :
9. Whether any other ward is already in receipt of Telecom Departmental Scholarship? :
10. If so, indicate the name of the ward and year from which scholarship is granted :

(B) Details of Student:-

1. Name :
2. Relationship :
3. Date of birth :
4. Signature :

(C) Details of Education for which Scholarship applied:-

1. Name of the Course :
2. Date of admission in the college :
3. Whether Degree/Diploma/ITI :
4. a) Total duration of the Course :
- b) Stage in which the student is studying at present :
5. Name of the College/Institution :
6. Stage/University to which recognised/affiliated (This should invariably be filled) :
7. Minimum Educational qualification for admission in the course :

Only those students who study through correspondence need fill up the following detail

1. Name of the Course :
2. Duration of the Course :
3. Whether Degree/Diploma/ITI :
4. Name of the University in which studying correspondence Course :
5. Name of the University is a recognised one ? If so, details :
6. Is the student employed ? If so, full details with pay certificate :
7. Whether the student has any other course of income :

(D) Scholastic record of the student:-

Commencing from Matriculation examination before joining the course of undertaken by the student (Should be supported by attached copies of mark list/ Certificate.

MATRICULATION/SSLC/PUC/HSC/ANY OTHER EXAMINATIONS PASSED

Passed : MATRICULATION/SSLC/PUC/HSC (Tick which is applicable)

(Attested copies of mark list to be enclosed)

Note: If there is any gap between passing qualifying examination and scholastic record, the details of the period should be indicated.

(E) Details of assistance if any received:-

1. Is the student exempted from payment of tuition fees :
2. If answer to (1) above is yes, mention to the amount exempted :
3. Is the student receiving any monetary assistance from any course for this study :
4. If the answer to (3) is yes
 - (a) Amount :
 - (b) Source :

(I) Ideclare that the particulars given above are true and correct to the best of my knowledge and belief.

The child of mine is not already in receipt of Telecommunications Departmental Scholarship for Technical/Non-Technical education

Station
Date:

Signature of the applicant

CERTIFIED THAT THE ENTRIES UNDER COLUMN C and D are CORRECT.

Station
Date:

Seal & Signature of the Head
of the Institution

- a) Certificate that the entries under Column A and B are correct as per this office record.
the official/officer is a member from _____
b) Forwarded to the Member Secretary, Scholarship Award Committee, Telecom Civil Wing
Regional Staff Welfare Board % the Chief Engineer (C), Tamilnadu Zone, Chennai 34.

Station
Date:

Seal & Signature of the Head
of office/Unit officer

CERTIFICATE TO BE GIVEN BY THE OFFICIALS WHO ARE APPLYING FOR
DEPARTMENTAL SCHOLARSHIP FOR THEIR DEPENDENT

Certified that Shri/Selvi _____ for whom I have applied for award of
Departmental Scholarship is residing with me and is being maintained by me

Station
Date:

Signature of the Applicant

COURSE CERTIFICATE

1. Name of the Student :
2. Name of the parent :
3. Whether she/he is a bonafide student :
at present
4. Course of study :
5. Date of admission in the College/
Institution :
6. Date of commencement of course :
7. Year/Semester in which studying :
8. Whether passed studying previous :
annual/semester examinations (with
details & marklists)
9. Whether detained due to failure. If :
so, details
10. Date of commencement and :
completion of the semester/annual
examinations
11. Is the student receiving any monetary :
assistance? If so, whether it is loan
or scholarship? If so, whether it is
recurring or non-recurring?
12. Conduct and character of the student :
13. Remarks, if any :

Date :

Place :

Signature of the Head of the Institution
with Seal

APPENDIX

A) I, _____ hereby declare that the facts stated in my application forward of Scholarship to my son/daughter, whose signature is given below are true to the best of my knowledge and belief.

B) That I agree to abide by the rules and regulations regarding the award of scholarship for Telecom. Employees issued from time to time.

C) That I am not in receipt of assistance from any other source for the education of my Son/Daughter who has been awarded this scholarship and in the event of getting any such assistance, I undertake to intimate the same within 30 days of receipt of award thereof. I am in receipt of a sum of Rs. _____ Per month / lumpsum as assistance for my son/daughter from . (State the source)

I understand that in the event of any information furnished in my application for award of scholarship being proved false or incorrect, I am liable to be subjected to disciplinary action, as the President, Scholarship Award Committee feels fit and also refund any amount that is drawn by me as value of scholarship.

I also understand that the President, Scholarship Award Committee reserves the right to cancel/revise the award made to me without assigning any reasons.

Signature of the student :

Signature of the official :

Signed in my presence
Signature of the Head of the Office

Station :

Date :

Certified that _____ is in receipt of Rs. _____ Per month/Year through this Institution / is not in receipt of any assistance for his/her study through this Institution.

Signature of the Head of the Institution
with seal