

**GOVERNMENT OF INDIA
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPARTMENT OF HIGHER EDUCATION**

**CENTRAL SECTOR SCHEME OF SCHOLARSHIP FOR COLLEGE AND UNIVERSITY STUDENTS
STATEMENT OF PARTICULARS**

Note:

1. Statement of Particulars, Income Affidavit and Joining report duly filled in should be handed over to the Head of the Institution, where the student has joined UG course. The Head of the Institution will forward it, to the Director of Collegiate Education, College Road, Chennai – 600 006 after attestation of Photo and Joining report.

2. Each item should be read carefully before the form is filled. No change will be permitted after it has been submitted. If any entry is found to be incorrect the scholarship, if awarded, is liable to be cancelled forthwith.

3. Incomplete statement or statement received after the prescribed date will not be considered.

4. Students may ensure that the completed Forms are forwarded by the Head of the Institution in time.

PHOTO

1.	Name of the Candidate (In block letters) (As per Class XII Certificate)		
2.	Date of Birth (DD/MM/YY) (As per Class X Certificate)		
3.	Sex : Male / Female		
4.	Category: SC/ST/STA/BC/BCM/MBC/DNC (Pl. attach proof) Physically Handicapped (Pl. attach proof)		
5.	Details of father / guardian / husband as the case may be		
	A	Name	
	B	Permanent Home Address	
	C	Profession / Designation with address	
6.	Details for Communication		
	A	Address for Correspondence	
	b	Tel No. with STD Code	
	c	Mobile No.	
	d	E Mail ID	
7.	Whether father / guardian is a citizen of India?		YES / NO
8.	Total annual income of both parents/guardian or husband's income in case of married unemployed girl student. An income affidavit as per Annexure - III should be attached in support		Rs.
	Whether belonging to Non - creamy layer?		YES / NO

	(Annual Income not more than 6 Lakhs) If Yes, attach certificate form Employer	
9.	Particulars of School / Institution last attended Class XII	
	a	Name of School / Institution
	b	Date of entry (DD/MM/YY)
	c	Date of leaving (DD/MM/YY)
	d	Remarks, if any (IF THIS SPACE IS NOT SUFFICIENT SEPARATE SHEET MAY BE ATTACHED)
10.	Details of Class XII Examination passed by the Candidate:	
	a	Name of the Examination passed
	b	Register Number
	c	Year of Passing
	d	Name of the Board which conducted the examination passed by the candidate together with its headquarters.
	e	Total aggregate marks obtained in the examination(Higher Secondary State Board +2)
	f	Percentage of marks obtained in aggregate
11	Is the candidate in receipt of any other scholarship from state Government or other institution or person?	
	If yes, particulars should be given including the monthly rate and date from which the scholarship is being drawn.	
12.	Particulars of Savings Bank Account of the Candidate	
	a	Savings Bank Account Number
	b	Name and Address of the Bank (Any Nationalised Bank)
	c	Bank Code Number
	d	IFSC Code
13	List of Enclosures sent with this statement (without enclosures application will not be considered):	
	a	Income Affidavit(Annexure-III)
	b	Attested Copy of Marks Sheet of Higher Secondary School Examinations (+2)
	c	Attested Copy of SC/ST/STA/BC/BCM/MBC/DNC Certificate
	d	Joining Report (Annexure-V)
	e	If belonging to Non-creamy layer, Certificate from Employer
14.	Certified that the statement made by me in this form is correct. I declare that in case I am selected for a scholarship. I shall devote my full time to the course of study, and that I shall not receive another stipend/scholarship from any other source.	

Place

Date

Signature of candidate

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JOINING REPORT

1. This is to certify that Shri /Smt./Kumari
S/o.W/o,D/o Shri/Smt who
has passed the...
(here give name of Examination passed) conducted by the.....
..... (give the Name of the Board from where passed Class XII)
with Roll No and has been granted admission in this institution on the
..... day of for the
..... course. He/She has started attending
the First Year class with effect from2013
2. The completed Statement of Particulars (Annexure-IV) and the Income Affidavit Form
(Annexure-III) are also enclosed.

Principal/Dean
Seal of the Institution
Telephone No. with STD Code

To

The Director of Collegiate Education
E.V.K Sampath Building (9th Floor)
College Road,
Chennai – 600 006.

INCOME AFFIDAVIT

Declaration of income Parent/Guardian in the year (ending on 31st March 2013) for purpose of Scholarships granted under the "Central Sector Scheme of Scholarship for College and University Students".

I, _____ son/daughter of Shri / Smt _____

Presently residing at _____

_____ solemnly affirm and say as follows:-

1. That my son / daughter/dependent Shri / Kumari _____ who has been provisionally selected for scholarship under the "central sector Scheme of Scholarship for college and University Students", is studying in _____ (here give the name of institution)
2. That my annual income in the preceding year ending the 31st March 2013 is Rs. _____ as per details furnished in the Scheduled here under written, I also affirm that particulars of property held by me is as shown in the Schedule and that I have correctly indicated the amount on various taxes/cesses and land revenue paid by me. I make myself personally responsible for the accuracy of the facts and figures furnished
3. That the statements made in the foregoing paragraphs are true to my knowledge.
4. That I further undertake that the event of the particulars given in this declaration being found false, I shall refund to the President of India DOUBLE the amount of the Scholarship to the said scholar(s) and the Government's decision on whether the declaration of particulars is false shall be final and binding on me.

Signature

To be signed in the presence of Notary Public or a Magistrate/ Ist class Magistrate Executive / Revenue Officer / who would also affix his signature and seal.

SCHEDULE

I Extent of Land held and Income

	(a) Independently as owner	(b) Jointly as owner	(c) Independently as Tenant
(i) Area			
(ii) Village			
(iii) Survey No.			
(iv) Land Revenue Assessment	Rs.	Rs.	Rs.
(v) Annual Income	Rs.	Rs.	Rs.

II Property held and income (Houses, Shops, Buildings, House Sites etc.)

- (a) House No. _____
 (b) Street/Road _____
 (c) Village/Town/City _____
 (d) Area of Site _____
 (e) Rent derived if any _____
 (f) House Tax Rs. _____

(a) Sanitary cess or other Rs. _____

(b) Net Annual Income Rs. _____

Whether the whole or part of land has been given out to tenants: If 'yes' particulars. -

III Income from Shops:

- (i) Address of shop _____
- (ii) Nature of trade _____
- (iii) Sales Tax, Income Tax paid Rs _____
- (iv) License No. _____
- (v) Annual Income Rs _____

IV Salaries Drawn, by self / spouse:

- (i) Name of the Employer _____
- (ii) Office/Unit in which working and designation _____
- (iii) Address of Office _____
- (iv)
 - (a) Annual Basic Pay for 2013 without deduction of Income Tax Rs _____
(Certificate from the employee/Income Tax Authority/Revenue Authority may be attached)
 - (b) Special Pay/Bonus. Rs _____
 - (c) Deputation allowance and honoraria including NCC honoraria. Rs _____
 - (e) Amount of contribution to Provident Fund Rs _____
 - (f) Payments towards LIC/CTD Rs _____
 - (g) Total of (e) and (f) Rs _____
 - (h) Whether belonging to non-creamy layer: YES / NO

If Yes, attach certificate from employer.

V Other benefits like house rent allowance, free house and other perquisites _____

VI Other source of Income:

- (i) Income from subsidiary industries part-time occupation Rs. _____
- (ii) (ii) Amounts drawn as wages Rs. _____
- (iii) Any other Income Rs. _____

VII Annual income of wife/husband and of the Scholar's Income from any source Rs. _____

- (a) Annual Basic Pay for 2013 without deduction of Income Tax Rs _____
(Certificate from the employee/Income Tax Authority/Revenue Authority may be attached)
- (b) Special Pay/Bonus. Rs _____
- (c) Deputation allowance and honoraria including NCC honoraria. Rs _____
- (d) Total of (a), (b) and (c) Rs _____
- (e) Amount of contribution to Provident Fund Rs _____
- (f) Payments towards LIC/.CTD Rs _____
- (g) Total of (e) and (f) Rs _____

Signature of Parent/
Guardian of the Scholar

N.S.

1. Total income of the family should include income only of father & mother of the Scholar and of no other members though they may be earning.
2. If father is dead, mother's income will be shown along with the income, if any, in the Scholar own name from shares, property etc.
3. If both father and mother of the scholar are deceased the income, if any, in the scholar's name only will be shown, and not the income of the guardian who may be supporting the scholar.
4. Income for the purpose of Means Test is defined as under:
 - a. In the case of salaried class, basic pay plus income if any from other sources and would not include allowance like Dearness Allowance, City Compensatory Allowance etc.
 - b. In the case of income from source liable to income tax, income computed (after deduction for rebate able items) for the purpose of assessment of income tax, as per Income Tax Rules for tile year.
 - c. In the case of income not liable to income tax, such as income from Agriculture, etc. the net income that is arrived at after deduction expenditure incurred for earning that income.