**GANDHARA UNIVERSITY PESHAWAR**

# FINANCIAL NEED ASSESSMENT FORM

|  |  |
| --- | --- |
| Name  |   |
| CNIC Number  |   |
| Phone Number  |   |
| Email Address  |   |
| Marks in Matric (out of)  |   |
| Marks in Intermediate (out of):  |   |

##  INSTRUCTIONS

1. Consult your parents and carefully fill out all sections of assessment form.
2. Recheck complete information to ensure accuracy.
3. All information submitted must be supported by relevant documentation.
4. If any document is not available at the time of submission then give a reason(s)
5. Add your comments on the document(s) if you wish to explain anything in detail so that all facts of your case are clear. For example: reason for arrears in utility bills, justification for transactions apart from the stated income on bank statements etc.
6. Use the “Statement of Purpose” to justify the need for financial support. You may also explain the scenarios not captured in application form that are specific to your family's situation.
7. Submit the “Financial Need Assessment Form” along with the all required supporting documents to the Office of Financi Peshawar.
8. Applications that are submitted late or those that are incomplete will not be processed.
9. If you find difficulty in understanding any part of this application or have questions, please contact

Secretary of the Financial Assistance Committee through email at Info@gandhara.edu.pk

##  DISCLAIMER

1. It is the responsibility of student to provide correct and timely information.
2. Submission of this application does not in any way guarantee financial assistance.
3. All information submitted in this form including supporting materials must be correct. Be informed that at any stage you may be subject to disqualification for admission/scholarship and/or financial assistance, if the information you have provided is found to be incorrect or false.

## STATEMENT OF PURPOSE

(In the space below justify why you require financial assistance)

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Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Section-A: DETAILS OF FAMILY MEMBERS

|  |  |  |  |
| --- | --- | --- | --- |
| **PARENTS**  |  |  |  BOTH ALIVE  BOTH DECEASED  FATHER ALIVE / MOTHER DECEASED  MOTHER ALIVE / FATHER DECEASED  |
|  |
| **NUMBER OF** **SIBLINGS**  |   |

|  |
| --- |
| **INFORMATION OF FATHER/GUARDIAN**  |
| FULL NAME  |    |
| AGE  |    |
| OCCUPATION  |    |
| PERMANENT ADDRESS  |    |
| TELEPHONE NUMBER  |    |
| NUMBER OF DEPENDENTS  |    |

|  |
| --- |
| **CURRENT STATUS: Employed Business Retired Un-employed**   |
| **EMPLOYEED**  | **BUSINESS**  |
| Designation  |   | Name of Business  |   |
| Organization  |   | Sole Proprietorship / Partnership  |   |
| Annual Salary Gross (PKR)  |   | Nature of Business & Address  |   |
| Annual Salary Net (PKR)  |   | Annual Business Income  |   |
| **RETIRED**  | **UN-EMPLOYED**  |
| Designation  |   | Reason for Unemployment  |   |
| Organization  |   | Unemployed From  |   |
| Annual Pension  |   |    |

### DETAILS OF SELF AND SIBLINGS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SELF**  |  |  |  |  |
|   | **NAME**  | **AGE**  | **EDUCATIONAL INSTITUTION**  | **MONTHLY FEE** (IN RUPEES)  | **FINANCIAL AID** (IN RUPEES)  |
| 1.  | Name of Applicant  |   |   |   |   |

|  |  |  |
| --- | --- | --- |
| **SIBLINGS (Currently studying)**  |  |  |
|  | **NAME**  | **AGE**  | **CLASS/ GRADE**  | **EDUCATIONAL** **INSTITUTION**  |  | **ANNUAL** **TUITION** **FEE**  | **ANNUAL** **FINANCIAL AID**  | **PARENTS CONTRIBUTION**  |
| 1.  |   |   |   |   |  |   |   |   |
| 2.  |   |   |   |   |  |   |   |   |
| 3.  |   |   |   |   |  |   |   |   |
| 4.  |   |   |   |   |  |   |   |   |
|   |  |  |
| **SIBLINGS (Currently Working)**  |  |  |
|   | **NAME**  |  | **MONTHLY SALARY**  | **DESIGNATION**  | **ORGANIZATION**  |
| 1.  |   |   |  |   |   |
| 2.  |   |   |  |   |   |
| 3.  |   |   |  |   |   |
| 4.  |   |   |  |   |   |

## Section-B: ANNUAL INCOME FROM OTHER SOURCE(S)

|  |
| --- |
| Other than salary, list other sources of income including pension, and business income.  |
|  |

## Section-C: RESIDENCE & LIFESTYLE

|  |
| --- |
| Ownership status of the house you currently live in:  |
|  Owned Rented Inherited By Employer Other  |

### QUESTIONS

|  |  |  |
| --- | --- | --- |
| Q1.  | How many air conditioners do you have in your house? |  |
| Q2.  | How many refrigerators do you have in your house?  |  |
| Q3.  | What is your average monthly electricity bill?  |  |
| Q4.  | What is your average monthly gas bill?  |  |
| Q5.  | Do you have an independent room in your house?  |  |
| Q6.  | Do you have your own transport?  |  |
| Q7.  | How much pocket money do you get each month?  |  |
| Q8.  | Do you own a smart phone?  |  |
| Q9.  | Do you own a laptop or desktop computer?  |  |
| Q10.  | Do you have internet facility at home?  |  |
| Q11.  | If admitted, how do you plan to travel to CECOS University?  |  |

## Section-D: NON-RESIDENTIAL PROPERTY

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **PROPERTY**  | **TOTAL AREA**  | **CURRENT MARKET VALUE**  | **INCOME FROM PROPERTY**  | **COMPLETE ADDRESS**  |
| 1.  | Additional House(s)  |   |   |   |   |
| 2.  | Plot(s)  |   |   |   |   |
| 3.  | Agricultural Land(s)  |   |   |   |   |
| 4.  | Apartment(s)  |   |   |   |   |
| 5.  | Shop(s)  |   |   |   |   |

## Section-E: VEHICLES

|  |  |
| --- | --- |
|   Does your family use any automobile(s)/motorbike(s) Yes No  |  |
| **DETAILS**  | **VEHICLE (1) INFORMATION** **(NAME AND MODEL)**  | **VEHICLE (2) INFORMATION** **(NAME AND MODEL)**  | **VEHICLE (3) INFORMATION** **(NAME AND MODEL)**  |
| Ownership and Value  |    |   |   |

## Section-F: LOAN INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| **DETAILS**  | **LOAN (1) INFORMATION**  | **LOAN (2) INFORMATION**  | **LOAN (3) INFORMATION**  |
| Total Amount Availed  |    |   |   |
| Total Amount Outstanding  |    |   |   |
| Purpose  |    |   |   |

## Section-G: UTILITY BILLS

|  |  |  |
| --- | --- | --- |
| **ELECTRICITY BILL INFORMATION**  | **TELEPHONE & NET**  | **SUI GAS BILL INFORMATION**  |
|   |   |   |

## Section-H: INTERNATIONAL TRAVEL

1. **Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Purpose:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates: From \_\_\_\_\_\_\_\_ To:\_\_\_\_\_\_\_\_Expenses: Rs. \_\_\_\_\_\_\_\_\_\_\_\_**
2. **Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Purpose:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates: From \_\_\_\_\_\_\_\_ To:\_\_\_\_\_\_\_\_Expenses: Rs. \_\_\_\_\_\_\_\_\_\_\_\_**

## Section-I: ANNUAL INCOME STATEMENT

|  |
| --- |
| Please provide details of your annual household income  |
|   |

## Section-J: ON-CAMPUS WORK IN LIEU OF FINANCIAL ASSISTANCE

|  |
| --- |
|  **All students who are awarded financial assistance are required to work on campus; the amount of work depends on the magnitude of their financial assistance.** Would you like to work as Research, Teaching or Administrative Assistant? Yes No  |
|  RA = Research Assistant  TA = Teaching Assistant  AA = Administrative Assistant  |
|   |

### UNDERTAKING

**I certify that the information submitted in the financial assistance process including all the supporting materials is factually true. I understand that at any stage I may be subject to disqualification for scholarship, financial assistance, and/or admission if the information that I have provided herein is found to be incorrect.**

Parents/

Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **CHECKLIST**  |
| **S. NO.** |  **PARTICULARS**  | **SUBMITTED**  | **GIVE THE REASON IF** **NOT SUBMITTED**  |
| 1  | Income certificates/statements of all earning members of family  |  Yes No  |   |
|  |  |  |
| 2  |  Retirement Order/ Final Settlement Letter (If Applicable)  |     |   |
| 3  | Bank Statements (for the last year)  |     |   |
| 4  | Utility Bills –Electricity, Gas, Phone (for the last year)  |     |   |
| 5  | Rental Lease  |     |   |
| 6  | Loan Document(s) from Bank  |     |   |
| 7  | Ownership of Property Documents (house, residential/commercial plots, agricultural land etc)  |     |   |
| 8  | Vehicle(s) ownership/registration documents  |     |   |
| 9  | CNIC Copies of Father/Guardian  |     |   |
| 10  | Any other document(s) demonstrating financial need  |  |   |