**APPLICATION FORM: STUDENT LOAN**

In times of financial difficulties, students can avail an interest free loan once a semester. Student loan may be granted under a condition of written undertaking of repayment within 2 months with two installments. The maximum ceiling of a loan student can avail is 5000/- (Five thousand) only. The approval for this particular benefit shall be subjected to the availability of a minimum of 30% of the total semester’s collection. This is mainly to protect the fund from being emptied and maintain a minimum base reserve in the SWS account. Failure to repay within the stipulated time shall not be allowed to sit for the Semester-end Examination or withhold official documents.

Name of student:………………………………………… Student ID:……………………

Course:……………………………………… CID No.:…………………………………

Have you availed Student Loan in the past? Yes / No. If Yes, Date of clearance: ……………

**Documents**

1. Attach a copy of clearance for earlier advance.
2. Attach a copy of Leave Approval if going on a leave.

**Purpose of Loan**

…………………………………………………………………………………………………

…………………………………………………………………………………………………

**Total amount Nu. …………………**

Dated Signature of Applicant

Contact No: Verified by:

Coordinating Councillor Approved by:

Name and Designation Dean Student Affairs