

CECOS University of IT & Emerging Sciences
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 Financial Assistance of CECOS University, Sector F-5, Phase-6, Hayatabad, 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 rauf@cecos.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.

Section-A: DETAILS OF FAMILY MEMBERS

PARENTS	<input type="checkbox"/> BOTH ALIVE
	<input type="checkbox"/> BOTH DECEASED
	<input type="checkbox"/> FATHER ALIVE / MOTHER DECEASED
	<input type="checkbox"/> 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 <input type="checkbox"/> Business <input type="checkbox"/> Retired <input type="checkbox"/> Un-employed <input type="checkbox"/>			
EMPLOYEEED		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 <input type="checkbox"/> Rented <input type="checkbox"/> Inherited <input type="checkbox"/> By Employer <input type="checkbox"/> Other <input type="checkbox"/>

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 <u>NOT</u> SUBMITTED
1	Income certificates/statements of all earning members of family	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
2	Retirement Order/ Final Settlement Letter (If Applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
3	Bank Statements (for the last year)	<input type="checkbox"/>	<input type="checkbox"/>	
4	Utility Bills -Electricity, Gas, Phone (for the last year)	<input type="checkbox"/>	<input type="checkbox"/>	
5	Rental Lease	<input type="checkbox"/>	<input type="checkbox"/>	
6	Loan Document(s) from Bank	<input type="checkbox"/>	<input type="checkbox"/>	
7	Ownership of Property Documents (house, residential/commercial plots, agricultural land etc)	<input type="checkbox"/>	<input type="checkbox"/>	
8	Vehicle(s) ownership/registration documents	<input type="checkbox"/>	<input type="checkbox"/>	
9	CNIC Copies of Father/Guardian	<input type="checkbox"/>	<input type="checkbox"/>	
10	Any other document(s) demonstrating financial need	<input type="checkbox"/>	<input type="checkbox"/>	