

**PUDUCHERRY STATE WAQF BOARD**  
NO.1, III - FLOOR, YANAM VENKATACHALAM PILLAI STREET  
PUDUCHERRY-605 001  
(Tel. No.0413-2343268/Fax No.0413-2222344)

No.18/PSWB/Scholarship/2017-18

Dt. 27.07.2017

CIRCULAR

**Sub:** Waqf Board - Grant of Educational Scholarship to Minority Muslim students in the U.T. of Puducherry - Applications invited.

**Ref:** G.O. Ms. No. 29/D.S.(Waqf)/T10/2009, dated 29<sup>th</sup> December 2009 of Department of Hindu Religious Institutions and Waqf and published in extra-ordinary Gazette of Puducherry No.1 dated 06.01.2010

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The Puducherry State Waqf Board invites applications from the Minority Muslim Students of the U.T. of Puducherry who are undergoing the following courses in approved educational schemes in recognized educational institutions in India, for grant of educational scholarship. The quantum of annual scholarship per student is mentioned against each course.

a) HSC I year & II year / Madarassa Education	- Rs.1,000/-
b) Diploma Courses	- Rs.1,500/-
c) Bachelor Degree Courses (U.G.)	- Rs.2,000/-
d) Master Degree Courses (P.G.)	- Rs.3,000/-
e) Technical / Professional courses	- Rs.8,000/-

**Eligibility :** 1. The annual income of the Parents / Guardian from all sources should not exceed Rs.60,000/-

2. The students should be Indian national and native of the U.T. of Puducherry by birth or continuous residence in the U.T. of Puducherry not less than 5 years and certificate obtained from Taluk office shall have to be enclosed.

**Mode of applying:**

1. Application for the scholarship may be in the prescribed form (Form - I) and shall contain the following:

- (a) One copy of a recently taken passport size photograph has to be affixed on the application form in the space provided for it, duly self attested.
- (b) Self attested copy of mandatory educational certificates, matriculation or equivalent certificate, diploma, degree, mark sheets, etc. in respect of all examinations passed.
- (c) Self attested copy of a testimonial from the Head of the Institution last attended.
- (d) Income affidavit of the parents / guardians duly attested by the 1<sup>st</sup> Class Magistrate / Notary Public of their home town stating their annual income from all sources in the prescribed form (Form-III)
- (e) A declaration in Form -II

2. Incomplete applications or incorrect entry in the application form or the student receiving financial assistance by way of other scholarships for the same purpose shall not be entertained.

3. Students who are not promoted to the next class and detained in the same class are not eligible for the grant of scholarship. However the grant of scholarship will not be discontinued due to having arrears in previous years.

4. Students who are in receipt of financial assistance from Government through Education Department, CENTAC or any other Department / Board / Corporation etc., for the same purpose are not eligible for financial assistance under this scheme. However, such cases can be considered for grant of difference amount as against the grant received, if the benefits are comparatively low to that offered under this scheme.

5. Application shall be received directly by the Board or routed through the Head of the institutions.

6. As per the Government order, the scholarship award will be deposited in the bank account of the eligible applicant. Hence the applicant are requested to provide Bank account details such as Bank account Number, Name of the Bank, Branch of Bank.

Last date for receipt of filled in applications in the office of the Waqf Board is 30<sup>th</sup> September 2017 in respect of school / collegiate educations and 31<sup>st</sup> October 2017 in respect of professional courses.

**Meritorious Award:** The students who secure more than 90% of marks in aggregate in the public examinations, i. e., S.S.L.C. / Matriculation and H. Sc. level shall be given Meritorious Cash Award of Rs.1,000/- and Rs.1,500/- each respectively, with Merit Certificate. The students of collegiate education with gold medal shall be awarded Rs.3,000 each, with Merit Certificate. The awards may be released on the day of distribution of scholarship each year or on such date as may be decided by the Board. The particulars of such of those meritorious students shall reach the office of the Waqf Board latest by 30<sup>th</sup> September 2017.

The education institutions are requested to bring the contents of the circular to the notice of the Minority Muslim Students studying in their institutions.



*(S.A. Sultan Abdul Kadir)*  
CEO-CUM-SECRETARY

To

1. The Registrar of Medical / Engineering Colleges & Professional Colleges in the U.T. of Puducherry.
2. The Principals of the Colleges in the U.T. of Puducherry.
3. The Principals of HSC / Polytechnic, Puducherry / Karaikal / Mahe / Yanam.

Copy to:

1. Mutawallis / Committee of Management (Waqf) in the U.T. of Puducherry  
- with a request to give wide publicity in the Mohalla during congregation prayers on Fridays besides displaying the contents in their Notice Board.
2. Collector, Karaikal
3. Under Secretary to Govt. (HRI & Waqf), Puducherry.
4. Private Secretary to Waqf Minister, Puducherry.
5. Regional Administrator, Mahe / Yanam :- Application forms are sent herewith.

In case additional forms are required, Xerox copies may be supplied to the students at their level. The filled in forms received from the students may be sent to this office preferably before dates mentioned above.

Copy submitted to: The Secretary to Govt. (Waqf), Puducherry.

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**APPLICATION FORM FOR MERIT AWARD**

Affix a self-  
attested passport  
size photograph

1. Name of the Student :
2. Name of the Parent :
3. Whether Male / Female :
4. Address for correspondence:
  - a) Address :
  - b) Pin code :
  - c) Contact Tel./Mobile No. :
5. Whether SSLC/CBSC/HSC/U.G./P.G. :
6. Total Marks Scored :
7. Percentage of Marks :
8. Name of Educational Institution :

9. Details of bank account of student:- (Please enclose self attested copy of Bank Pass Book)

- (i) Name of the Account holder (as in the bank account):-
- (ii) Name of the Bank:-
- (iii) Name of the Branch:-
- (iv) Bank Account Number:-
- (v) Type of bank Account (Saving/Current ):-
- (vi) IFSC code of the Bank:-

Signature of Student

## INSTRUCTIONS OF MERITORIOUS AWARD

The students who secure more than 90% of marks in aggregate in the public examinations, i.e., S.S.L.C. / CBSE and H.S.C. level shall be given Meritorious Cash Award of Rs.1,000/- and Rs.1,500/- each respectively, with Merit Certificate. The students of collegiate education with gold medal shall be awarded Rs.3,000 each, with Merit Certificate. The awards may be released on the day of distribution of scholarship each year or on such date as may be decided by the Board. The particulars of such of those meritorious students shall reach the office of the Waqf Board latest by 30<sup>th</sup> September 2017.

### List of Documents to be enclosed with the Merit Application Form

1. A recently taken passport size photograph has to be affixed on the application form in the space provided for it, duly self attested.
2. Enclose one passport size photo additionally.
3. Address proof of Residence (Permanent Integrated Certificate issued by the Revenue authority of the UT of Puducherry / Ration card / Aadhar Card), duly self attested.
4. Self attested copy of educational qualifications Mark Sheet (SSLC / CBSE / HSC / Gold Medal Certificate)
5. As per the Government order, the scholarship award will be deposited in the bank account of the eligible applicant. Hence the applicants are requested to provide Bank account details such as Bank account Number, Name of the Bank and Branch of Bank.
6. Self attested copy of the Bank Pass Book.

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**FORM – 1**

{See clause 7(1)}

Application for Grant of Educational Scholarship,  
Ad hoc Grant, etc., to the Minority Muslim Students

Affix a self -  
attested passport  
size photograph

1. Name in full (in Block letters) :
2. Place and date of birth :
3. Nationality and residence of the applicant :
4. Whether Male / Female :
5. Address for correspondence:
  - a) Address :
  - b) Pin code :
  - c) Contact Tel./Mobile No. :
6. Permanent Address :
  - a) Address :
  - b) Pin code :
  - c) Contact Tel./Mobile No. :
- 7.(i) Father's Name (in Block letters) :
  - a) Occupation :
  - b) Total annual income of Parents (Attach Income Affidavit in Form – III) :

- 7.(ii) Guardian's Name (if applicable) :
- a) Occupation :
- b) Total annual income of Guardian  
(Attach Income Affidavit in Form – III) :

8. Details of bank account of student:- (Please enclose self attested copy of Bank Pass Book)

- (i) Name of the Account holder (as in the bank account):-
- (ii) Name of the Bank:-
- (iii) Name of the Branch:-
- (iv) Bank Account Number:-
- (v) Type of bank Account (Saving/Current ):-
- (vi) IFSC code of the Bank:-

9. Details of educational qualifications:- (Please enclose self attested copies of certificates)

Sl. No.	Examination passed	School / Institute / Board / University	Year of passing	Percentage of marks	Division/ Class/ Grade

10. a) Name and full address of the institution, Where admission has been secured for the current academic year :
- b) Date of admission :
- c) Class in which the applicant is studying at present :
- d) Course and Subject taken :
- e) Duration of course :

Details of scholarship / other grants, if any, received from Government / Public Sector Undertakings / Central Government / State Government / University or any other institution or person shall be furnished in full including the monthly rate and the date of award etc.

12. (i) Whether the candidate got admission through CENTAC?

(ii) If so, No Objection Certificate to the effect that no assistance has been availed under "Perunthalaivar kamarajar Financial Assistance Scheme" from the Director of Higher and Technical Education, Puducherry has to be enclosed.

13. (i) Whether the candidate is in receipt of educational assistance through the Education Department?

(ii) If yes, furnish the details thereof

14. Amount of grant required

15. List of documents attached

- a)
- b)
- c)
- d)
- e)

I hereby declare that the statements made by me in this application are true to the best of my knowledge and belief. I, further agree to abide by the terms and conditions of the award if I am selected for the Scholarship grant applied for.

**Signature of the parent / guardian**

**Signature of the candidate**

Place:

Date :

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### Eligibility:

- (i) The annual income of the Parents / Guardian from all sources should not exceed Rs.60,000/-
- (ii) The students should be Indian national and native of the U.T. of Puducherry by birth having continuous residence in the U.T. of Puducherry not less than 5 years and certificate obtained from Taluk office shall have to be enclosed.

1. Incomplete applications or incorrect entry in the application form or student in receipt of financial assistance by way of other scholarships for the same purpose shall not be entertained.
2. Students who are not promoted to the next class and detained in the same class are not eligible for the grant of scholarship. However the grant of scholarship will not be discontinued due to having arrears in previous years.
3. Students who are in receipt of assistance from Government through Education Department, CENTAC or any other Department / Board / Corporation etc., for the same purpose are not eligible for assistance under this scheme. However, such cases can be considered for grant of difference amount as against the grant received, if the benefits are comparatively low to that offered under this scheme.
4. Application shall be submitted directly to the Waqf Board or routed through the Head of the institutions.
5. As per the Government order, the scholarship amount will be deposited in the bank account of the eligible applicant. Hence the applicants are requested to provide their Bank account details such as Bank account Number, Name of the Bank and Branch of Bank.

### List of Documents to be enclosed with the Application Form

1. A recently taken passport size photograph has to be affixed on the application form in the space provided for it, duly self attested.
2. Address proof of Residence (Permanent integrated certificate issued by the Revenue authority of the UT of Puducherry / Ration card / Aadhar Card), duly self attested.
3. Self attested copy of educational qualifications (X std to present education), in respect of all examinations passed.
4. Attested copy of a testimonial from the Head of the Institution last attended.
5. Income affidavit of the parents / guardians duly attested by the 1<sup>st</sup> Class Magistrate / Notary Public of their home town stating their annual income from all sources in the prescribed form (Form-III)
6. A declaration in Form -II duly signed by the student.
7. CENTAC / Management quota has to be mentioned in Bonafide Certificate for the Professional Students.
8. NOC from Director of Higher and Technical Education, Puducherry has to be submitted by student who have not availed Financial Assistance under "Perunthalaivar Kamarajar Financial Assistance Scheme".
9. Self attested copy of the Bank Pass Book.

Last date for receipt of filled in applications in the office of the Waqf Board is 30<sup>th</sup> September 2017 in respect of school / collegiate educations and 31<sup>st</sup> October 2017 in respect of professional courses.



**Certificate by the Head of Institution**

Certified that .....(name of the candidate),  
son/daughter of ..... is admitted in this  
Institution as a regular and full-time student in class .....  
on ..... (Date of admission) and at present he/she is studying in  
..... (details of the course).

It is further certified that the above candidate is not in receipt of  
..... (name of the scholarship /  
financial assistance from Government / Public Sector Undertakings / Central  
Government/State Government/University or any other Institution or person.

**Signature of the Head of the Institution  
(Seal)**

Place:

Date :

**FORM - II**

**DECLARATION**

I, ..... (name of the candidate),  
son / daughter of ..... studying in  
Class ..... at ..... (name of the institution)  
hereby declare that I shall abide by the terms and conditions of the grants, and that the  
Puducherry Waqf Board shall have the right to recover the amount of grant in one  
lumpsum in the event of any failure to abide by them.

Place:

Signature :

Date :

Name of the student:

**FORM - III**

**INCOME AFFIDAVIT**

I, ..... (name of the parent/ Guardian),  
parent/guardian of ..... (name of the Student),  
a candidate applying for educational assistance to the Puducherry Waqf Board under  
Scheme for Grant of Educational Scholarship, Ad hoc Grant, etc., to the Minority Muslim  
Students, declare that my total income including income of my wife and of son/ward in  
the preceding year ended 31<sup>st</sup> March, 20..... was Rs...../-  
(Rupee.....only)

***Signature of parent / guardian***

Place:

Date :

**Note:** To be signed in presence of a Magistrate 1st Class/Notary Public (who would also affix his signature and Seal)

**SIGNATURE**  
(Seal)

**Note:** The affidavit of the Parents/Guardians shall be from their Home Stations/District only. Affidavit from the Station where the student is studying will not be acceptable.