

APPLICATION FORM

(Free supply of Stationary Class I to XII) 2015-16

Closing Date:- 20/09/2015

<u>For Office use only</u>		
OK	PENDING	<p>(a) Residence Proof (b) Income Declaration (c) Caste Certificate/Minority Affidavit (d) Attendance Proof of previous class (II to XII) (e) Mark sheet of previous class (VI to XII) (f) Bank Details of Student (AC/No & MICR Code)</p>
Rejected with reason :		
Total Amount Admissible:		

For Students use only

Eligible students are advised to submit their application in the prescribed format to their respective school Heads along with the following documents.

- (i) One copy of the passport size photograph with signatures of the student thereon.
- (ii) One Self Attested copy of last examination passed. (For Class VI to XII) (i.e. students studying in class Vth may submitted marks sheet of class Vth
- (iii) A Self attested copy of Caste Certificate of student or father, should be issued by the Tehsildar/S.D.M. of Govt. of NCT of Delhi. In case of SC certificate of other state, Domicile Certificate of Delhi is required.
- (iv) In case of minority students, declaration of minority status of the student by the parent in the Form of an affidavit (in a non-judicial stamp paper of value Rs. 10/-). In case of minority students, three years residence proof in Delhi i.e. Ration Card/Epic/Aadhaar No./Land Line telephone Bill of MTNL/Driving License issued by GNCTD and Domicile Certificate issued by SDM Delhi/Pass Book of Nationalize Bank is also required.
- (v) Self declaration of family income should not above from Rs. 2 Lakhs, in the prescribed format is required.
- (vi) Proof of the attendance of previous class not below from 70%.
- (vii) Details of Student's Bank account with MICR no. duly verified by concerned bank authority & copy of Pass Book.

APPLICATION FORM

Name of the student _____

Date of Birth (DD/MM/YYYY) _____

Name of Father/guardian _____

Residential Address (with PIN code) _____

Phone No(If any) _____

Class in which he/she studying _____

Yearly family income _____

Category (SC/ST/OBC/Min.) _____

Certified that the information given above is true to the best of my knowledge & belief.

Signature of the student

Consolidated Statement (FREE SUPPLY OF STATIONARY)

For use of School only

1. Name & address of the School _____

2. Name of the Scheme: - **Free supply of stationary (2015-16)**

S.No.	Name of Student	Date of Birth.	Father's/Guardian's Name	Present Class	Attendance (in %) previous class
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1	2	3	4	5	6
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Yearly family income	Amount of Stationary	Category	Remarks
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6	7	8	9
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NOTE:-

1. Certified that the above particulars have been checked with the office record and found correct.
2. Certified that no eligible student studying in the school left and this list may be treated as final.
3. **Certified that the SC/ST/OBC certificates in respect of all the students have been issued by the competent authority/Dy. Commissioner, Delhi . Three years residence proof in Delhi for Minority Students.**
4. **Certified that for the Minority students, the declaration of Minority status of the student by the parent in form of an affidavit (in a non-judicial stamp paper of Rs. 10/-) has been obtained.**
5. Certified that the students named above have been regular in attendance and have confirmed to the rules under which their amount is granted.
6. Certified that all the eligible students have been informed about the scheme and the scheme has been displayed on the Notice Board.
7. Certified that the eligibility of the student have been rechecked once again before disbursement of the amount and no discrepancy is noticed/discrepancy noticed has been reported to the department vide letter no. _____ dated _____.

***Applicant and form attesting authority/school authority, who gives false and fabricated document/information will be prosecuted.**

**Signature with seal of the
Principal/Head of the Institution**

Self Declaration Format

The following information is to be provided by the claimant at the time of filing of forms: -

1. No. of family members:- Adult : - Minor : - Total : -
2. House owned if yes - Area of House & Property Tax: -
If rented - Rent of the House (per month): -
3. Electricity bill amount (per month) : -
4. Gas/Kerosene Expenses (per month): -
5. No. of earning members & their total earning (per Month) : -
6. No. of studying members of family & their expense (per month): -
7. Vehicles used by the family
(Car/Scooter/Motor Cycle/ Bus) (per month) : -
8. Kitchen expenses (per month): -
9. Telephone use (Mobile or Landline) Monthly Bill (per month) : -
10. Total Annual Income : -

Name & Signature of the Parent

ELECTRONIC CLEARING SERVICE

(CREDIT CLEARING)

Student Bank Account Form **(To be filled and attested by Bank/Branch)**

1. **Name of Account Holder:** _____
(Should be same as in School Records)

2. **Account No.:**

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(Account for ECS Purpose)

3. **Type of Account:** Saving Current

4. **Name of Bank:** _____

5. **Branch Name & Address:** _____

6. **Branch Contact No.:** _____

7. **MICR No.:**

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8. **IFSC Code:**

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Remarks, if any _____

(Bank Seal)

(Signature of Bank Authority)

Kindly Enclosed Photocopy of First page of Passbook with MICR number