

SHDF SCHOLARSHIPS 2016 (FOR NEW APPLICANTS)

SIKH HUMAN DEVELOPMENT FOUNDATION, USA

In association with

NISHKAM SIKH WELFARE COUNCIL (REGD.)

NISHKAM BHAWAN, B-BLOCK, TILAK VIHAR, TILAK NAGAR, NEW DELHI – 110018

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INSTRUCTIONS / GUIDELINES / ELIGIBILITY CRITERIA FOR NEW APPLICANTS

PLEASE READ THE FOLLOWING INSTRUCTIONS / GUIDELINES / ELIGIBILITY CRITERIA BEFORE FILLING IN THIS APPLICATION FORM

REGARDING APPLICATION FORM:

1. Fill the application form clearly and completely in English (BLOCK LETTERS) **IN YOUR OWN HANDWRITING.**
2. Please fill in all the columns with **NO DOTS or BLANK.**
3. **NO COLUMN TO BE LEFT BLANK. INCOMPLETE APPLICATION FORMS WILL BE SUMMARILY REJECTED** and no further correspondence will be entertained.
4. Report from College Authorities should be **signed** by the **HEAD OF THE COLLEGE/INSTITUTE** with **DATE AND COLLEGE STAMP / SEAL.**
5. Application forms received **AFTER THE DUE DATE** will not be considered.

REQUIRED ENCLOSURES/SUPPORTING DOCUMENTS:

With the duly FILLED-IN and SIGNED Application Form, attach the following documents: -

1. Good quality colored passport size three **recent photographs** (Paste TWO photographs at appropriate place in the Application Form and ONE with your name on the backside of it in an envelope to be attached to the form).
2. Self attested Copies of **Mark sheets of 10th Class Examination** and **Sr. Secondary Examination** & later exam, if any.
3. **DMC /Attested Gazette** (for Examinations passed during **Apr. 2015 to Mar. 2016**) of **professional courses.**
4. Self attested copies of **fees receipts** paid for the period from **Jun. 2015 to May 2016** (from Jun-2016 onwards for New admission). **No handwritten Receipts will be accepted.**
5. **Proof of family income (both parents):-** Must attach attested copy of latest **Income Tax Return / Employer Certificate/Pension Certificate** mentioning yearly income, original valid **certificate from the Tehsildar or village Sarpanch** (stating agriculture land's acreage and annual income). For daily wage labourers, small shopkeepers (specify type of shop), self-employed persons (who have filed no income tax return) provide **original affidavit**, stating income from all sources **as per the appropriate FORMAT enclosed herewith.**

IMPORTANT INSTRUCTIONS:

- 1 Duly filled-in Scholarship Application Form with all Enclosures should be sent to ***“Nishkam Sikh Welfare Council (Regd.), Nishkam Bhawan, B-Block, Tilak Vihar, New Delhi-110018”*** by *speed/registered post or courier marking, “SHDF Scholarships-2016”* on the top of the envelope containing application and **must reach Nishkam Office by 30 June 2016 (1700 Hrs.). Applications received after the last date will be summarily rejected.**
- 2 **Roll No.** will be assigned by Nishkam to each shortlisted applicant. Please state your **Roll No.** and **Contact Number** while communicating with Nishkam.

(Please do not attach this page with Application Form)

- 3 Candidates will be required to appear in two **Written Tests, one in Punjabi language** and the other in **Moral Science** for which the book, “**Naitik Sikhya**” published by Literature Publication Department, Guru Gobind Singh Study Circle, Ludhiana, is prescribed. **Tests will be followed by an Interview.** Candidates will be required to bring their Admit Card and ID Proof while coming for the written tests and interview.
- 4 Please give TRUE & CORRECT information as Nishkam Volunteers may cross check the information submitted. Giving **false information** or suppression of any fact will result in **termination of scholarship**, if already granted and processing of other legal action. **STUDENTS BELONGING TO ONLY NEEDY FAMILIES SHOULD APPLY.**
- 5 If the applicant has **received financial assistance** (either on account of SC/ST/OBC/ Any other category OR from any other source) during previous year and applied / expected for this year then complete **information must be provided** in the **Application Form as well as in the Report from College Authorities.**
- 6 You may check the status of your Application at Nishkam website, “www.nishkam.org”. **NO PHONE CALL WILL BE ENTERTAINED IN THIS REGARD.**
- 7 Please immediately inform any **CHANGE** in your **POSTAL ADDRESS or E-MAIL ID or PHONE NUMBER.**
- 8 The management reserves the right to reject any application without assigning any reason. Decision of management for scholarships shall be final and binding. **No correspondence will be entertained in this regard.**

ELIGIBILITY CRITERIA

These scholarships are available only for pursuing **professional diploma, degree or postgraduate courses** in a recognized institution/University **in India**. The term professional course includes, (but is not limited to), engineering, architecture, information technology, computer science, medical, nursing, pharmacology, home science, education, business management, agriculture, animal husbandry and the like. Students appearing in Class XII Examination (Academic year 2015-16) can also apply and take the Written Test and Interview, but the scholarship will be granted, if found eligible, only on getting admission for a professional course in recognized Institute

- (i) The applicant must have obtained at least **60% marks** in the previous year's / Semester's examination.
- (ii) The gross family income of the applicant must not exceed an average of Rs.12500/- per month (**i.e. Rs. 1,50,000 per year**).
- (iii) The applicant must maintain an active e-mail account for correspondence with Nishkam. He/she must mention a Mobile number for easy communication.

HOW TO APPLY

This is a five step process.

First Obtain the prescribed Application Form, which is available at Nishkam's website www.nishkam.org .

Second Obtain/Collect necessary documents **to be submitted** with the application as per the details given on first page.

Third Fill up the application, **fully and completely (with no dots and blanks)**, and send it, together with **attested photocopies** of all certificates and receipt of fees paid and other necessary documents, so as to reach Nishkam office in New Delhi (by mail or delivered personally) **latest by 30th June, 2016. Incomplete Forms/ Forms received after due date will be summarily rejected.**

Fourth Applicant whose forms are found complete in all respects, will appear, at his/her own expense, in the **written Punjabi and Moral Science** test to be conducted by Nishkam (time and place will be notified separately) The admit cards for the written test will be sent on e-mail and not through post. Schedule of written test and venue will be intimated through said admit card or at our website www.nishkam.org .

Fifth Candidates qualifying written test will appear for **Interview**, at their own expense. Date, time and venue for the interview will be notified later on.

DETAILS OF WRITTEN TEST

The written test consists of following two papers (in Punjabi language): -

Paper I: Elementary test in punjabi language will be set from general grammar and the students will have to prepare by self-study.

Paper II: Religious and Moral studies will be set from a book 'NAITIK SIKHIYA' published by Guru Gobind Singh Study Circle, Ludhiana

Note: The candidate is required to score a minimum of 50% marks in each of the above two papers to become eligible for the interview.

The book **NAITIK SIKHIYA**, published by Guru Gobind Singh Study Circle is available on payment basis at book stalls at the different centres in Punjab as per list appended below. The students from New Delhi may purchase the book from **Nishkam Sikh Welfare Council(Regd.), B-Block, Tilak Vihar, New Delhi-110018.**

For any enquiries about the Centre's location/availability of books etc. please contact the Sewadars indicated below.

S.No.	Area	Contact Persons	Mobile No./ Telephone No.	S.No.	Area	Contact Persons	Mobile No.
1	New Delhi	Mrs. Tanu / Ms. Simranjot Kaur	0-11 28333842, 0-11 28333377, 0-11 28334477, 0-11 28335577	8	Chandigarh	S. Mohan Singh (Book Stall, Gurudwara Sri Guru Tegh Bahadur Sahib, Sector 34, Chandigarh)	9855608384
2	Ludhiana	M/S SUKRIT Guru gobind Singh study Circle	0161-4605615 98880-15960	9	Fatehgarh-SAS Nagar	Dr. Sarabdeep Singh	98147-04759
3	Amritsar-Tarn Taran	S. Gurcharan Singh	99140-17086	10	Sangrur-Mansa-Barnala	S. Surinder Pal Singh Sidki	98884-99726
4	Gurdaspur	S. Pritpal Singh	99144-09442	11	Patiala	S. Damanjit Singh	95012-24411
5	Jalandhar	S. Bakhsis Singh	98767-50027	12	Ferozepur-Moga	S. Kulwinder Singh	98555-04406
6	Abohar-Ganga Nagar	Dr. Mandip Singh	88729-00537	13	Faridkot-Muktsar-Bathinda	Dr. Avininderpal Singh S. Harvinder Singh	98148-13680 99881-45499
7	Ropar – Nawan Sehar	S. Tejinder Singh Khizrabadi	98888-93879				

Last Date for Submission of Scholarship Application Form is June 30, 2016.

FORMAT "A"
(For Self owned business/shop/self employed etc.)

This declaration of income statement must be printed on a Stamp Paper duly attested by Notary/Magistrate/Revenue Authority
Affidavit on Stamp Paper is to be sent with the Application Form

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

_____ and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I am a self employed person and running the business of _____
2. The name of my business/shop is _____
3. The address of my business/shop is _____
4. The business/shop location is owned by _____
5. I deal in the following main commodities _____
6. My total annual income from this business/shop is Rs. _____
7. I have _____ number of hired workers.
8. My PAN No./Sales Tax No. is _____
9. I am paying /not paying Income Tax _____
(if paying attach copy of IT Return.)

I hereby declare and affirm that I have knowingly and willfully stated the above facts and the information given is true and correct to the best of my knowledge and belief. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn and legal action, as deemed fit, may be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with you with Application Form)

FORMAT "B"
(For Farmers/Agriculturists having own land)

This declaration of income statement must be printed on a Stamp Paper bearing all details as required below and duly attested by Notary/Magistrate/Revenue Authority

Or

Self declaration duly attested by Village Sarpanch/Tehsildar

Affidavit on Stamp Paper OR Self declaration (whichever is applicable) is to be sent with the Application Form

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

_____ and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I own _____ (land size) _____ of agricultural land.
2. I have given on lease/rent _____ (land size) _____ of agricultural land.
3. My agricultural land is situated at (complete address of where land is situated) _____
4. I cultivate _____ (names of crop cultivated) _____ crops on this land.
5. My irrigation resource is _____ Own Tube well/Canal/any other source _____
6. I have _____ nos. of Cows/buffalos and income from selling milk is _____
7. My annual income from the sale of the crop and milk is Rs. _____
8. I have _____ number of hired workers working on my land.

I hereby declare and affirm that I have knowingly and willfully stated the above facts and the information given is true and correct to the best of my knowledge and belief. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn and legal action, as deemed fit, may be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with you with Application Form)

FORMAT "C"
(For Labourers/Private Workers/Daily Wagers)

**This declaration of income statement must be printed on a Stamp Paper bearing all details as required below and duly attested by Notary/Magistrate/Revenue Authority
Affidavit on Stamp Paper is to be sent with the Application Form**

AFFIDAVIT

I, _____ son/wife of _____ resident of _____

_____ and father/mother of _____ (Name of Applicant), who is studying in _____

do hereby solemnly affirm and truthfully give the following details that:-

1. I work as a labourer/ private worker OR _____.
2. My nature of work is *(Describe it)* _____
3. My monthly Income as Labourer/Private Worker/ _____ is Rs. _____
4. I have my own house. _____ YES / NO _____

I hereby declare and affirm that I have knowingly and willfully stated the above facts and the information given is true and correct to the best of my knowledge and belief. I also understand that if the above facts and figures are found to be false at any stage, then any financial benefit given to my son/daughter under the scheme of 'SHDF Scholarships' could be withdrawn and legal action, as deemed fit, may be initiated against me or my ward.

Date _____

DEPONENT

Verification:

Verified that the contents of this Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date _____

DEPONENT

(Send any one Format (from Format-A to E) which is linked with you with Application Form)

FORMAT "D"
(For Employee/Pensioners etc)

**This declaration of income statement must be printed on a Letter head of the company and duly attested by Employer
(in case of employee)
Declaration is to be sent with the Application Form**

It is hereby certified that Sh./Smt. _____ son / Wife of _____ is an employee of our Company / Organization since _____ in the position of _____ and drawing a monthly salary of Rs. _____. His/Her monthly Salary Slip is Attached.

(Signature, Designation & Seal of the issuing authority)

Date _____

FORMAT "E"
(For Pensioners etc)

**This declaration of income statement must be printed on a Letter head of Bank where you are receiving pension and
duly attested by Bank Manager
Declaration is to be sent with the Application Form**

It is hereby certified that Sh./Smt. _____ son / Wife of _____ is a Pensioner and he/she is getting Rs _____ per month as a pension in our Bank. Copy of his /her bank passbook is attached herewith.

(Signature, Designation & Seal of the issuing authority)

Date _____

(Send any one Format (from Format-A to E) which is linked with you with Application Form)

APPLICATION FORM FOR SHDF SCHOLARSHIP 2016 (For new applicants)

To be submitted to

NISHKAM SIKH WELFARE COUNCIL (REGD.)

SHDF DIVISION

Nishkam Bhawan, B-Block, Tilak Vihar, Tilak Nagar, New Delhi-110018

Tel. : 2833-3842/6677/5577/4477/3377, Website: www.nishkam.org

STUDENTS BELONGING TO ONLY NEEDY FAMILIES SHOULD APPLY.

Paste passport size photograph (**do not staple**) The candidate should write his/her name & sign across the photograph

Roll No.

(To be filled in by Office)

Encircle Test/Interview Centre of your Choice:

AMRITSAR / CHANDIGARH / FARIDKOT / MOGA / BATHINDA / LUDHIANA / NEW DELHI

1. **Full Name (in Capital Letters)** _____
2. **Date of Birth(DD/MM/YYYY)** ____/____/____ 3. **Religion** _____ 4. **Contact No.(s)** _____
5. **Valid Email-ID** _____
6. **Permanent Residential Address(in Capital Letters):** _____

District _____ Tehsil _____ State _____ Pin Code _____

6. Family Particulars:

(A)	<u>Parents</u>	Father	Mother
(i)	Name		
(ii)	Education/Technical qualifications		
(iii)	Occupation/Profession		
(iv)	Annual Gross Family Income (Please provide proof)		

(B) Brothers/Sisters living with Parents:

Name	Relation (Brother/Sister)	Age	Class/Course of study	Tuition fee(Attach proof) (Annual)	If working (Profession and Income)
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____

7. **Did you receive or do you expect to receive any Financial Assistance** from any other source for the course for which SHDF scholarship is requested? (Yes/No)

If yes, then give particulars including the amount and duration of such assistance:

Name of the Source from which Assistance received/expected.	Duration Month, Year to Month, Year	Total Amount

8. Particulars of Examinations Passed (Please attach copies of certificates):

Exam	Month/Year (MM/YYYY)	Total Marks	Marks Obtained	Percent age	Details of the School/Instt.		Medium (Hindi/Eng lish/ Punjabi)
					Name & Address	Govt. / Aided / Unaided / Pvt.	
Sec. Exam (X)							
Sr. Sec. Exam (XII)							
Others(Please specify)							

9. Academic Record of last four semesters or two years (wherever applicable):

Course of study(start with the latest exam)	Semester/Year	Maximum no. of marks	Marks obtained	Percentage	Month & Year of Exam	Subject(s) in which you are still required to reappear , if any

10. Planned Programme of Studies:

Students pursuing professional Diploma/Degree/Post Graduate courses in universities/ affiliated colleges; Institutes of national importance or Deemed Universities are eligible for scholarship. (**Correspondence courses are not eligible**)

Course for which Scholarship is Requested	Duration	Date/Month/Year of Admission & Completion	Details of the College/University		Year/Semester in which studying at present
			Name & Address	Govt. / Aided / Unaided / Private	

11. Justification for grant of scholarship being given by SHDF (USA):

State in not less than 200 words in English/Punjabi: (a) What is your goal in life? (b) How will this scholarship from Sikh Human Development Foundation, USA help you to achieve your goal? You may highlight your early schooling, parents' background, challenges (how you have overcome them), achievements among others. If required, attach a sheet of paper to answer these questions. Please write your Roll Number, Full Name and attach to the application.

I have attached an additional sheet.(Yes/No)

12. Achievements, Interests & Hobbies:

National Talent Scholarship or any other Scholarship/Medal, awarded to you	Medal/Certificate of Merit in sports/athletics/other	Hobbies

13. Were you ever rusticated /reprimanded /fined /debarred from appearing in any examinations in any year? Yes/No.____

14. If Yes, give details :

15. References: Give details of two persons(not close relatives) who know you well and can provide information about you.

Name	Address	Phone No.	Email-ID
1)			
2)			

16. Family Occupation and Assets:

(i) Please tick mark the main occupation of your family (for both mother and father):

Occupation	Father	Mother	Income Proof to be submitted with Application Form
Businessman			Copy of latest ITR (if Filed) or income proof as per FORMAT-A
Farmer(having own land)			Income Certificate from Village Sarpanch/ Tehsildar as per FORMAT-B
Labourer Private Workers/Daily Wagers			Income certificate as per FORMAT-C
Employee			Copy of latest ITR (if Filed) or income proof as per FORMAT-D
Pensioner			Proof of receiving pension as per FORMAT-E

(ii) Please tick mark the assets owned by your family (if more than one, give number):

- House _____
 Car _____
 Motorcycle/scooter _____
 Television Set _____
 Tractor _____
 Truck _____
 Auto Rickshaw _____
 Tubewell _____
 House for Rent _____
 Shop _____
 Any Other (Please Specify)_____

(iii) Tick mark the Agriculture assets owned by your family:

- Agriculture land : (If Yes, state the number of acres owned _____)
 Livestock : (If yes, Give number of cows _____ buffaloes _____ others _____)

17. Declaration/Undertaking by the Applicant (Duly supported by father/guardian):

- (i) I hereby declare and affirm that the information given above is correct, and no material information has been withheld /concealed. I will also maintain my e-mail account/contact number to be able to remain in touch with Nishkam, SHDF and others.
- (ii) I clearly understand that higher professional education is the best tool to empower our youth to lead a life of dignity and honour, but many of them, like me, cannot afford the tuition and other college expenses unless helped with scholarships. I hereby commit myself on oath that, in response to the scholarship help given to me, I will regularly contribute my services/time and part of earnings, to support our youth to get access to higher professional education. This Sewa is my creative social responsibility as well as my moral duty and I will never shirk from it.
- (iii) I do hereby give my unconditional consent for disclosure of information related to me to any communication channel, by the Nishkam Sikh Welfare Council, New Delhi.
- (iv) I understand that giving any false information in the application and attachments may result in termination of scholarship and NSWC reserves the right to recover the scholarship amount already dispersed.
- (v) I will attend all Guidance & Counseling Activities/Programs/Workshops organized for SHDF scholarships, to which I am invited.
- (vi) I do accept all the rules and regulations of the SHDF scholarship program as applicable from time to time.

Signature of Father/Mother/Guardian

Signature of Applicant

Name:

Name:

Date:

Date:

18 Checklist:

Please tick appropriate box with (✓) or (X) and / or fill-in relevant information in the space provided for the following check-list points (Also attached the documents in the same sequence):

S.No.	Check list Point	Yes (✓)	No (X)	Reason for No (X)
1.	3 Photographs pasted / attached			
2.	Duly Filled & signed Application form from page No.-1-4 along with valid and working Mobile Number and E-mail ID			
3.	Duly filled and signed Report from College Authorities			
4.	Self attested photocopy of Mark sheet for Class X			
5.	Self attested photocopy of Mark sheet for Class XII			
6.	Attested Gazette / photocopy of DMC for Examinations passed during Apr. 2015 – Mar. 2016 of professional course.			
7.	Self attested Photocopies of fees receipts paid for the period from Jun. 2015-May 2016 (from Sep.2016 onwards for new admission)			
8.	Latest, Original Annual Income Proof.			

SHDF SCHOLARSHIPS: 2016 (for new applicants)
REPORT FROM COLLEGE AUTHORITIES

Paste passport size photograph (**do not staple**) The candidate should write his/her name & sign across the photograph

Name of the student: _____ S/o, D/o _____

Address : _____

Phone No(s). _____ Email-Id _____

Name & address of the College/Institute		Name of the University	
Name of the Principal/Head of Department		Phone No. & Email address of the Principal/Head of Department	
Receiving financial aid/scholarship from any other Organization?		If yes, name of Organization and the amount for the academic year	

Student's Details:

College/Institute Roll no.	Course Of Study	Year of admission	Duration of the course/No. of semesters/years	Year/Semester in which studying at present	Attendance during the period under report %	Conduct (Satisfactory/ Not satisfactory)

Previous Years'/Semesters' Academic Record of Student, if applicable,

Two most recent semesters or one year (Start with the latest Exam)	Maximum Marks	Marks obtained	Percentage	Month & Year of Examination	Subject(s) in which required to reappear

Details of Fee chargeable by the College & paid to the college/Institute (Please provide proof)

S. No.	Item	Total Fees for the Academic year (2 Semesters) in which studying	Concession given (if any)	Actual Fees paid		Balance Fees (to be paid)
				Amount	Receipt No. & Date	
1.	Tuition Fee					
2.	Total Non- Refundable Charges e.g. Development Fee, Exam Fee etc.					
3.	Refundable Charges					
4.	Hostel Charges					
5.	Total					

(If Meritorious student, give 1st, 2nd or 3rd Position in Class)

Certified that the above student, who passed last _____ semester/year of the course in our college, secured _____ position (not Division) in a class of _____ students.

Certified that the above information in respect of _____ (Roll no. _____), S/o, D/o _____ is as per official record of the College/Institute and has been provided to facilitate grant of scholarship to the student.

Date _____

Place _____

(Principal/ Head of Department)
(Stamp of College/Institute)