

**GOVT. OF INDIA  
DIRECTORATE OF EDUCATION  
U. T. OF DAMAN & DIU  
ANNEXURE III  
( Para – 15 )**

Government of India Scheme of Post – Matric Scholarships for Scheduled Castes and Scheduled Tribes Daman & Diu Union Territory

**Application Form for Fresh / Renewal Scholarship for year 20\_\_\_\_\_.**

(To be submitted to Directorate of Education)

**PART - A  
(To be filled by the applicant)**

- 1 Name in full : Shri/Shrimati/Kum. \_\_\_\_\_  
(In Block Letters) \_\_\_\_\_
- 2 Father's / Husband's Name : \_\_\_\_\_
- 3 Nationality : \_\_\_\_\_
- 4 Caste / Tribe : \_\_\_\_\_  
Sub Caste / Sub Tribe : \_\_\_\_\_
- 5 State where permanently settled : State \_\_\_\_\_  
District \_\_\_\_\_  
Full Address \_\_\_\_\_  
\_\_\_\_\_
- 6 Whether applicant is employed – If Yes, give :- : \_\_\_\_\_
- (I) Name & Address of your employer : \_\_\_\_\_
- (II) Total monthly income including all allowances : \_\_\_\_\_
- (III) Whether the applicant has to support a family or not : \_\_\_\_\_
- (IV) Total annual Income from all sources of the family including your own in the Preceding year ending March – 2012. : (a) Applicant's Annual Income (b) Father's/Guardian's Annual Income
- 7 Name and address of the Guardian & relationship with applicant :- : Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Relationship: \_\_\_\_\_
- 8 Particulars of examination taken commencing with the matriculation or equivalent examination { Please attach attested copies of Certificates / Mark sheets. Any break in educational career should be mentioned in remarks column indicating also how he/she occupied himself/herself in that period }

Name of Examination	Year in which taken	Whether passed or not. In case of last exam passed, indicate percentage of marks and Division	Institution And University / Board	Remarks
1	2	3	4	5
1.				
2.				
3.				

- 9) Whether in receipt of Scholarship under this scheme or any other scheme in the previous year. Yes / No  
If Yes, Indicate :  
I) Name of the Scholarship Scheme : \_\_\_\_\_  
II) Course of study for which scholarship was given : \_\_\_\_\_  
III) Name and Telephone Number of the Institution in which the scholarship was awarded. : \_\_\_\_\_
- 10) (I) Course of Study for which scholarship is now desired . \_\_\_\_\_  
(II) Class in which studying this year \_\_\_\_\_  
(III) Date of joining the Class. \_\_\_\_\_
- 11) If residing in the hostel of the institution or a hostel approved by it, indicate particulars. : Name \_\_\_\_\_  
Address : \_\_\_\_\_  
Date of Joining : \_\_\_\_\_
- 12) No. of children receiving Post – Metric education in the current year including the applicant. Give the particulars:- \_\_\_\_\_

Name	Age	Class and Course in which studying	Name of the Institution where studying	Whether applied for GOI Scholarship

- 13) Documents attached :  
(i) Caste / Tribe and Income Certificate \_\_\_\_\_  
(ii) Income declaration. \_\_\_\_\_  
(iii) Attested copies of marksheet certificate \_\_\_\_\_  
(iv) Part 'B' of the application form duly completed and signed by the Head of Institution. \_\_\_\_\_

I/We hereby declare that I/We have read the regulations of the scheme and agree to abide by the terms and conditions of the award. I/We certify that the statements made in the application are correct and if any of them is found to be incorrect by the authority whose decision will be final and binding on me/us. I/We undertake to refund to the said authority on demand the entire amount of scholarship received by me/us or overpaid to me/us failing which the said authority may recover the amount from me/us through whatever means it deems proper.

Date : \_\_\_\_\_

Place : \_\_\_\_\_

(i) Signature of Applicant

(ii)  
(a) Signature left/right hand thumb impression of the parents / Guardians

(b) Full name in capital letters

(c) Relationship of guardian to student

**PART - B**  
**( To be filled in by the Head of Institution )**

1. Duration of the course in which the applicant is studying : \_\_\_\_\_
2. Compulsory fees (excluding hostel rent) and other incidental charges to be paid by the applicant to the institution for the current year from 20 to 20 as per details given below:

	Particulars of all non – refundable compulsory fees payable by the applicant	Rate	Amount actually payable by the applicant to the Institution		Remarks
			Rs.	Ps.	
1	Tuition Fee				
2	Examination Fee				
3	Games				
4	Library				
5	Medical				
6	Identity Card				
7	Practical Fee				
8	Enrolment Fee				
9	Laboratory Fee				
10	Subject wise extra fee, if any such as Home Science, Geography				
11	+ any other fees compulsory payable ( To be mentioned item wise with amounts)				
	<b>TOTAL :-</b>				

3. If the applicant is residing in a hostel, indicate if he/she is entitled to free board and lodging free board / free lodging : \_\_\_\_\_
4. Cheque for Scholarship may please be issued in favor of : \_\_\_\_\_
5. Certified that :
- (i) Information given by the applicant in part – A has been checked and found correct / has been corrected in red ink.
- (ii) The course in which the applicant is studying in this Institution is a Postmatric one
- (iii) This Institution is affiliated to \_\_\_\_\_ University / Board and is recognized by the Govt. of India / State Govt. of \_\_\_\_\_. The applicant is studying \_\_\_\_\_ Course in this institution and the minimum qualification required for admission to that course is a pass in the \_\_\_\_\_ examination.
- 5) I undertake that the Scholarship amount in respect of the applicant if and when placed at my disposal will be disbursed by me for the specific purpose for which it is given and the accounts will be regularly rendered to the authority which awarded the Scholarship. In case the applicant leaves the Institution or otherwise discontinues the studies or accepts any other regular scholarship / stipend, the fact will be immediately reported to the said authority and payment of Scholarship to the applicant will also be discontinued. The undisbursed amount lying with the Institution on account of maintenance charges, fees etc. will also be refunded to the Government account.

No. \_\_\_\_\_

\* Signature of the Head of Institution \_\_\_\_\_

Place : \_\_\_\_\_

Name in capital letters \_\_\_\_\_

Date : \_\_\_\_\_

Designation : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

( Seal of the Institution )

\* Stamped signature will not be accepted.

**ANNEXURE – 1****Caste Certificate of Student**

- 1) Certify that to the best of my knowledge Kumari/Smt./Shri \_\_\_\_\_  
\_\_\_\_\_ (Full name of Student) son / daughter / wife of  
Shri \_\_\_\_\_ is a permanent  
resident of \_\_\_\_\_ (Indicate Village, Tahsil /  
Taluka, District and State)
- 2) Shri / Kumari /Smt. \_\_\_\_\_ (name of student)  
belongs to the caste / tribe \_\_\_\_\_ and sub caste / sub – tribe  
\_\_\_\_\_ (if any) . His / Her religion is \_\_\_\_\_.
- 3) The total annual income from all sources of the student's parent / guardian / husband  
(including the student's own earnings, if any) in the preceding year ending 31<sup>st</sup> March 20\_\_\_\_ was  
Rs. \_\_\_\_\_ (in figures) ( Rupees \_\_\_\_\_  
\_\_\_\_\_ only) (in words)

**\*\* Signature of the issuing authority** \_\_\_\_\_

Full name in capital letters \_\_\_\_\_

Designation : \_\_\_\_\_

Address (in full) \_\_\_\_\_

**Income Certificate of Parents / Guardian**

- 1) Certify that to the best of my knowledge Kumari/Smt./Shri \_\_\_\_\_  
\_\_\_\_\_ (Full name of Student) son / daughter / wife of  
Shri \_\_\_\_\_ is a permanent  
resident of \_\_\_\_\_ (Indicate Village, Tahsil /  
Taluka, District and State)
- 2) Shri / Kumari /Smt. \_\_\_\_\_ (name of student)  
belongs to the caste / tribe \_\_\_\_\_ and sub caste / sub – tribe  
\_\_\_\_\_ (if any) . His / Her religion is \_\_\_\_\_.
- 3) The total annual income from all sources of the student's parent / guardian / husband  
(including the student's own earnings, if any) in the preceding year ending 31<sup>st</sup> March 20\_\_\_\_ was  
Rs. \_\_\_\_\_ (in figures) ( Rupees \_\_\_\_\_  
\_\_\_\_\_ only) (in words)

**\*\* Signature of the issuing authority** \_\_\_\_\_

Full name in capital letters \_\_\_\_\_

Designation : \_\_\_\_\_

Address (in full) \_\_\_\_\_

\*\* Certificate not bearing the Seal of the issuing authority if that be a Gazetted Officer will not be  
accepted. Others may also affix their seals, if available.

\*\* Stamped signature will not be accepted.

**ANNEXURE – II****FORM FOR DECLARATION OF INCOME****FORM ( A )****( To be given by the parents / guardians when the student is not employed )**

Whereas my son / daughter / dependent Shri /Kumari / Shrimati \_\_\_\_\_  
 \_\_\_\_\_ student of \_\_\_\_\_  
 College has applied for grant of scholarship. I, Shri \_\_\_\_\_  
 son of Shri \_\_\_\_\_ Address \_\_\_\_\_  
 \_\_\_\_\_ declare that my total annual income from all sources in the  
 preceding year ending 31<sup>st</sup> March \_\_\_\_\_ is Rs. \_\_\_\_\_ as per details  
 furnished below. I also affirm that particulars of property held by me are (as per details furnished in  
 the scheduled hereunder) and that I have correctly indicated the amount of various taxes, cases and  
 land revenue paid by me. I made myself personally responsible for the accuracy of the facts and  
 figures furnished.

I further undertake that in the event of the particulars given in this declaration being found to  
 be false, I shall refund, to the President of India the whole amount of scholarship paid to the said  
 \_\_\_\_\_ and the Governments decision whether the  
 declaration of particulars is false shall be final and binding on me.

Place \_\_\_\_\_

Date \_\_\_\_\_

**( Signature )**

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**FORM (B)****(to be given by the Student who is employed )**

1) \_\_\_\_\_ son of \_\_\_\_\_  
 \_\_\_\_\_ Address \_\_\_\_\_  
 \_\_\_\_\_ Student of \_\_\_\_\_

College, have applied for grant of Scholarship, I hereby declare that my annual income and the  
 annual income of other members of my family from all sources in the preceding year ending 31<sup>st</sup>  
 March \_\_\_\_\_ is Rs. \_\_\_\_\_ as per details  
 furnished below. I further declare that the particulars of property held by me (and the other members  
 of my family) are as shown below and that I have correctly indicated the amount of various taxes,  
 cases and land revenue paid by me / us. I am personally responsible for the accuracy of the facts and  
 figures furnished.

2) (a) I have a family to support and it consist of \_\_\_\_\_ members.  
 (b) I have no family to support.

3) I hereby declare and undertake that in the event of the particulars given in this declaration being  
 found to be false ( in respect of which the Government decision shall be final and binding on me) I  
 shall refund to the President of India the whole amount of the scholarship paid to me.

Place \_\_\_\_\_

Date \_\_\_\_\_

**( Signature )**


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(Note: Certificate from the employer showing full details of Pay, G.P., D.A., HRA, C.L.A., interim  
 relief etc. be produced )

**SCHEDULED****I. EXTENT OF LAND HELD :****( As owner / tenant )**

- (i) Area \_\_\_\_\_
- (ii) Village \_\_\_\_\_
- (iii) Survey No. \_\_\_\_\_
- (iv) Land Revenue assessment \_\_\_\_\_

**II. PROPERTY HELD :****(Houses, Shop, Buildings, House Sites etc.)**

- (i) House No. \_\_\_\_\_
- (ii) Street \_\_\_\_\_
- (iii) Village / Town / City \_\_\_\_\_
- (iv) Area of site \_\_\_\_\_
- (v) Rent derived, if any \_\_\_\_\_
- (vi) House tax paid \_\_\_\_\_
- (vii) Address of shop \_\_\_\_\_
- (viii) Nature of trade \_\_\_\_\_
- (ix) Sales – tax / Income tax paid \_\_\_\_\_
- (x) License No. \_\_\_\_\_

**III. SALARIES DRAWN :**

- (i) Name of the Employer \_\_\_\_\_
- (ii) Office / Unit in which he / she is working \_\_\_\_\_
- (iii) Address \_\_\_\_\_
- (iv) Monthly Emoluments \_\_\_\_\_
- (v) Other benefits like house-rent allowance, free house and other perquisites. \_\_\_\_\_

**IV. OTHERS :**

- (i) Income from subsidiary industries, part-time occupations. \_\_\_\_\_
- (ii) Amounts drawn as wages \_\_\_\_\_
- (iii) Any other income \_\_\_\_\_

Date : \_\_\_\_\_

Place : \_\_\_\_\_

\_\_\_\_\_  
(Signature or left / right hand thumb impression of the  
parents / Guardians)

Name \_\_\_\_\_

Address \_\_\_\_\_

**(N.B. :-** Mostly the income declaration will be verified by a reference to official records. As, for example, in case of Government Servants or those in private service, the income can be verified by a reference to the employers. In the case of agriculturists by a reference to the Revenue Officer, in the case of persons paying income – tax, reference may be made to Income – tax authorities. In the case of shop – keepers, reference may be made to sales – tax figures, sales tax figures could in turn, assuming a normal profit of 10 per cent to 15% to in case of retailers and 15% to 20% in the case of wholesale dealers for grains, etc., and normally 15% to 20% for non-food items, give an idea of profit. In the case of those owning houses, annual rental value can be easily known by the reference to house tax which is fixed on the basis of rental value. In the case of landless laborers, small holders tenants of small areas or those who combine this, a rough idea of income can be obtained by a study of the size of lands held and extent of land cultivated as owner / tenant or both and /or a reference to land revenue records.