

No.

Annexure-III

**RENEWAL APPLICATION FORM**  
 Post-Matric Scholarship for Other Backward Classes Students  
 (Sponsored by the Minister of Social Justice & Empowerment, Government of India)  
 ( 2010 – 2011 )

To,  
 The Director,  
 Welfare of Minorities and Other Backward Classes,  
 Government of Manipur,  
 Governor Road, Imphal – 795 001.

Affix  
 Passport size Photo  
 with full signature  
 of Applicant  
 on it

PART – A

***(To be filled in by the applicant in his/her own handwriting otherwise shall be rejected )***

Sir,

I was in receipt of Post-Matric Scholarship for the academic session .....and I request you for renewal of the academic session ..... My particulars are given below :-

1. Full name (in block letters) : .....
2. Date of birth (enclose Class X certificate ) .....
3. Name of OBC : .....
4. Nationality : ..... 5. Religion : .....
- 6.. Permanent address : .....
7. Particulars of father/mother/guardian/husband (Strike off whichever are not relevant)
  - (a) Full name of father/guardian(in block letters) : .....
  - (b) Full name of mother : .....
  - (c) Address : .....
  - (d) Occupation of father & mother/guardian/husband .....
  - (e) Total Family Annual Income : .....
8. Were you studying in your school/college/institution last year ? :
9. If NOT, give full name & address of previous institution: .....
- .....
10. Class for which scholarship was received .....
11. Did you pass the examination of the class for which scholarship was received? .....
12. Amount of Scholarship received .....
13. Academic year of which scholarship was received .....
14. Particular of present course of study :
  - (a) Name of present school/college/institution with full postal address
  - (b) Name of class for which renewal is requested .....
  - (c ) Roll Number .....
  - (d) University Registration Number & Year .....
  - (e) Regular or correspondence .....

**DECLARATION**

I declare and certify that (1) I have not applied/received any scholarship/stipend from any other sources,(2) I am not employed in any Govt./Semi-Govt./Private institutions/firm, (3) If any statement made by me is found wrong or misrepresented I undertake to refund in full the scholarship amount paid/drawn by me, (4) in the event of any dispute arising in the award of scholarship, I further give my consent to abide by the decision of the Government which will be final and binding upon me, (5) the above statements are true and correct to the best of my knowledge and belief.

Dated : .....

Place : .....

(Full Signature of applicant)

( FOR OFFICIAL USE ONLY )

HSLC Roll No.

Year

Division

Board

1. Academic Session: ..... 2. Duration: ..... to .....
3. Class : ..... 4. Roll No. .... 5. Years .....
6. Rate of Maintenance Allowance: Hosteller/Day Scholar Rs. ....x..... Months = Rs. ....

**REJECTED/ACCEPTED**

Reason(s) for rejection : (1) Incomplete entries (2) Wrong entries (3) High income (4) Study break (5) Double applications (6) absence of educational/income/OBC/age/study break/unemployment certificate (7) absence of applicant's/Head of institution's signatures. (8) Absence of unemployment certificate in State/Central Govt./Govt. Undertakings.

Signature of Dealing Assistant

Signature of Supervisor

Countersignature of DDO

**PART – B**

**(To be filled in by the Head of the Institution where the applicant is studying)**

1. Certified that the applicant is at present studying in .....Class in this School/College/Institution with effect from (date of admission) ..... for the academic session ..... under admission number ..... Class ..... Roll No.....
2. The duration for the whole complete course is from ..... to .....
3. Likely date, month and year of the annual examination for the class in which the applicant is presently studying Date ..... Month ..... Year .....
4. This institution is affiliated to ..... University/Board and is recognized by the Government of India/State Government of .....
5. Name of the nearest State Bank of India branch where payment is desired .....
6. The undisbursed amount lying with the institution on account of scholarship, fees etc. will be refunded to the Govt. account of the awarding authority.
7. Further certified that the statements made by the applicant in this application form are correct to the best of my knowledge and I recommended the applicant for award of Post-Matric Scholarship for the academic session .....
8. Particulars of all non-refundable compulsory fees paid by the applicant are as follows :
  - (i) Tuition Fee Rs. .... (ii) Examination Fee Rs. ....
  - (iii) Games Fee Rs. .... (iv) Library Fee Rs. ....
  - (v) Medical Fee Rs. .... (vi) Any other (to be specified) .....
  - Total Rs. .... ( Rupees ..... ) only.

Date : .....

**(Signature of the Head of Institution with seal )**

Place : .....

Name in block letters : .....

(Seal of the Institution)

Full postal address of the Institution .....

Note : (1) Stamped signature will not be accepted , (2) Full name in block letters of the head of institution is compulsory, (3) Official seal of the head of Institution and round seal of the institution are compulsory, (4) The application form will be rejected if declaration is found incomplete or filled in by the applicant or if there are signs of over-writing/erasure.

***INSTRUCTION FOR FILLING UP OF APPLICATION FORM***

1. This form is intended for applicants who were in receipt of scholarship in the previous year but have not completed the course. Applicant should fill up the form in full correctly and must affix his/her passport size no to be returned. The directorate will not be responsible for any loss of application form/documents.
2. Applicant is warned that if he/she gives false statements/declaration/documents etc. or otherwise obtain scholarship through fraudulent means, he/she will be blacklisted and debarred from scholarship forever under this or any other Scholarship scheme. The scholarship amount if already paid will also be recovered.
3. Students having a study break of not more than 3(three) years should furnish a certificate stating the reason of break in his/her academic studies from the present head of the institution. Students having a study break of more than 3(three) years will not be eligible for this Scholarship under any circumstances.
4. Enclose (a) attested Photostat copies of certificate/marks sheets/admit cards of examination passed as at 10 of Part A, (b) income/occupation certificate of father/mother/guardian/husband in original issued by the competent authorities/executive magistrates, (c) OBC Certificate of the competent authorities/executive magistrates, (d) break certificate (wherever applicable), (e) Certificate of unemployment in State/Central Govt. or Public Undertakings.
5. Incomplete entries, wrong entries, high income, double applications, non-furnishing of the required certificate and documents, and absence of applicant's/head of institution's signature will be rejected.
6. Direct individual submission of the application form will not be accepted .
7. The decision of the Awarding Authority is final.

TO WHOM IT MAY CONCERN

This is to certify that Shri .....  
and Smt . ..... Parents/Guardian  
Shri .....an inhabitant  
of .....  
is/are known to me for the last three years and he/she/they is(are) not employed in any State, Central Govt. or  
Public Undertaking.

He/she/they is(are) not related to me.

Place :

Signature :

Date :

Full Name in block letter :

Designation & name of Office :

Seal :

Present Address of Posting :

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\* N.B. To be certified by a State/Central Govt. Gazette Officer, Incomplete wrong entry of the form shall not be considered.