

How to apply for Financial Aid?

To apply, all financial aid applicants are required to follow the given instructions

1. Deposit the financial aid processing fee (FPRO) of Rs 500 at the on-campus HBL branch
2. Drop office copy of paid challan form at the Financial Aid drop box at information help desk placed in front of Ahmed Saeed Administration Building (ASAB)
3. Make sure your FCC email account (for example 15-10317@formanite.fccollege.edu.pk) is activated before you submit challan form payment receipt. For email account login, visit Room # 204, ASAB
4. Financial aid form 2017-18 account login access will only be emailed at your FCC email account
5. After filling out and submitting the online financial aid application form, print the form and submit it along with all the required documents at window # 14 and 15, ASAB before the prescribed deadline.

List of documents to be attached with Financial Aid Form

General Documents:

- Copies of CNIC (above age 18) and B form (below age 18), of all members of the family.
- Financial Aid Form Declaration duly signed by Parents on stamp paper (For sample P.T.O)
- Character/Conduct Certificate duly signed by College Chief Proctor (for newly admitted /continuing students respectively)
- Copy of Utility Bills (Last month) – Electricity, Water, Gas, Telephone etc
- Fee receipts & Fee Concession (Scholarship/Loan) document(s) of sibling(s)

Income Documents: Income certificates of all earning members of the family – this includes

- Salary slip of last month for salaried person
- Resignation letter/ Clearance letter, if jobless.
- Income certificate on business letter head for self employed or businessman
- Copy of complete Pension book / Retirement Order/ Final Settlement
- Copy of any rental/lease agreement for income generation(if any)
- Any family member working overseas must provide work related evidence and Income transaction proof sent to the family through Western Union/ bank account statement etc
- A certificate/proof/ legal affidavit in case of any other income source

Supporting Documents

- Last 3 years bank statement of all earning family members
- Copy of latest income tax return registered against any family member
- Copy of Fard-e-Malkiat from Land Registering Authority in case of agricultural land
- Copy of agreement of rented accommodation or allotment letter in case the property has been provided by the employer
- Copy of loan document(if any)
- Copy of Death/Disability Certificate (if any)
- Kinship Proof : copy of Result Card/Degree or Alumni Card (if any)
- Third Party Acknowledgement Letter
- Copy of Saving Certificates/ Bonds/ Shares or any other investments etc (if any)
- Medical bills/ expenditure related documents (if any)

Any other document/proof demonstrating financial need