

## Acknowledgement Receipt

(To be prepared in duplicate, a copy of this to be retained with application form)

Received Education Loan application from Shri/Miss \_\_\_\_\_ Son  
of / Daughter of \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_ for  
loan amount of Rs. \_\_\_\_\_ for \_\_\_\_\_ (course name) without the following  
documents which are ticked /indicated below.

These documents should be submitted within 14 days from the receipt of application to the  
Bank \_\_\_\_\_ Branch \_\_\_\_\_ for further processing.

1. Two passport size photographs of borrower /Co-Borrower/Guarantor.
2. Proof of residence: Electricity Bill/Latest Municipal Rent Receipt /Employer's Certificate/ etc.
3. Proof of identification: Electoral ID Card, Passport/Driving Licence/PAN Card.
4. Photo copy of PAN Card of the student and the parent/guardian
5. Photo copy of Bank passbook (Joint account in the name of Student and Co-Borrower (guardian))
6. Statement of assets and liabilities of borrower/co-borrower/Guarantor.
7. Statement of bank account for the last six months of the Co-Borrower.
8. Mark sheet & Certificate of Class X, XII, Graduation & last qualifying examination of the student.
9. Proof of admission to the course.
10. Copies of letter confirming scholarship etc, if applicable.
11. Prospectus/documents evidencing course commencement and duration.
12. Schedule of expenses for the course.
13. Evidence showing admission secured to professional/technical courses through Entrance Test/Selection process.
14. Copy of Ranking of the Institution/University in case of study abroad.
15. Letter of justification for any gap in studies.
16. Photocopy of passport & visa in case of study abroad.
17. For salaried person: Employment details for last 2yr/Latest Salary slip showing all deduction & latest TDS certificate (Form 16)
18. For self-employment/professionals & businessmen: IT return for 2 yrs duly acknowledged by the ITO, if assessed.
19. Income Certificate of the parent issued by Circle Officer to ascertain the eligibility of the student for getting the benefit of interest subsidy wherever eligible.
20. \_\_\_\_\_
21. \_\_\_\_\_
22. \_\_\_\_\_
23. \_\_\_\_\_
24. \_\_\_\_\_

The loan application will be considered subject to fulfilment of eligibility criteria & submission of required documents to the Bank within stipulated time.

*Signature of the applicant*

Date :

*Signature of the Receiving Officer*

For Bank : \_\_\_\_\_

Date of Receipt of application: \_\_\_\_\_

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