

VIJAYA BANK

Branch :

APPLICATION – CUM – PROCESS NOTE FOR LOANS TO STUDENTS

To
The Branch Manager
Vijaya Bank

Dear Sir,

I request you to grant me loan / advances for undergoing the course detailed below :

Sl No	Details	Information			
1.	Name of the applicant				
2.	Address of the applicant				
3.	Whether SC / ST / OBC etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, enclose certificate]			
4.	Date of birth				
5.	Age	_____ Yrs _____ Months [Enclose Birth Certificate as proof of age]			
6.	Father / Guardian				
	a.	Name & address			
	b.	Occupation			
	c.	Monthly income	Rs. _____ [If guided by DRI, enclose income certificate]		
7.	Education qualification				
	Degree	Year	Marks obtained (%)	Division	Details of scholarship, if any
8.	Details of the proposed course				
	Name of course	Duration of course	Name & address of college	Prospects	

9.	Details of estimated expenditure per annum						
	Year	Tuition fee (Rs)	Cost of text books / instruments (Rs)	Hostel Fee (Rs)	Examination fee (Rs)	Others (Rs)	Total (Rs)
	1						
	2						
	3						
	4						
	5						
	6						
						Total	
10.	Financial requirements						
	a. In India						
	Nature of facility		Amount (Rs)	Purpose		Repayment condition	
	b. Abroad						
Nature of facility		Amount (Rs)	Purpose		Repayment condition		
11.	Details of securities offered						
	Sl No	Details of security			Market value (Rs)		
12.	In case of studies abroad, whether the admission is secured in the foreign university and whether the in principle sanction to release the foreign exchange is obtained from the authorised dealer / RBI ?						
13.	SB A/c No:			Date of opening			
14.	Declaration :						
	<p>1. The particulars furnished above are true and correct.</p> <p>2. The advance will be used for the purpose for which it is granted.</p> <p>3. Any change in my address for communication / contact will be intimated to you.</p> <p>4. My / Our banking business will be confined to your bank only and I/we will not borrow from any other bank / source during the pendency of the advance with you, without your consent in writing.</p>						
Place:				[APPLICANT]			
Date:							

15. Particulars of the guarantor						
Name & address	Occupation / Profession	Monthly income	Net worth	Liability		
				Direct (Rs)	Indirect (Rs)	Total (Rs)
I/We am / are willing to stand as guarantor / s						
Place:				[GUARANTOR/S]		
Date:						
16. [For the Branch Use]						
Report of the Branch Manager and particulars of advance sanctioned / recommended:						
Nature of advance	Amount Rs.	Rate of interest	Details of security / guarantor/s		Repayment conditions	
<ol style="list-style-type: none"> 1. The applicant is not closely related to me. 2. The applicant has a good academic record. 3. The training / course has good employment potential. 						
Date:		ASST. BRANCH MANAGER	BRANCH MANAGER			
17. Space for use by sanctioning authority						
Particulars of sanction / Rejection						
Place:				[SANCTIONING AUTHORITY]		
Date:						
RECEIPT						
Received the application from Sri / Smt. / Kum. _____ today for consideration.						
Place:				[Signature of application receiving authority]		
Date:						