

## Dear BS Students of PIEAS and their Heads, AOA

I, **Dr. Ishtiaq Ahmad**, am a faculty member of the Department of Mechanical Engineering (DME) of PIEAS. In the capacity of **Incharge Educational Support Funds (ESF)**, I am supposed to invite applications from the needy students of PIEAS for providing them a variety of financial assistances.

Following table is for the guidance of all BS students of PIEAS.

Session	New Applications Accepted Till	Continuation of a Financial Assistance without Fresh Application	Fresh Application for further Continuation / Revision Accepted Till	May also apply in
2020-24	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 1 <sup>st</sup> semester (Fall) i.e. <b>October 05, 2020 till 4 pm</b>	Continued at same level in spring 2021 semester provided GPA is <b>not less than 2.67</b>	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 3 <sup>rd</sup> semester (Fall 2021), till 4 pm.	spring 2021 semester as a fresh applicant if not applied in fall 2020 & for revision of the existing financial assistance, till 4 pm of 1 <sup>st</sup> day of 3 <sup>rd</sup> week of the semester
2017-21 (fresh applicants)	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 7 <sup>th</sup> semester (Fall) i.e. <b>October 05, 2020 till 4 pm</b>	Continued at same level in spring 2021 semester provided <b>GPA/ CGPA is not less than 2.67</b>		Same as above
2017-21 (Revision cases)		Same as above	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 7 <sup>th</sup> semester (Fall) i.e. <b>October 05, 2020 till 4 pm</b>	Same as above
2019-23, 2018-22 & 2017-21 (continuation cases)	For the continuation of the existing financial assistance in Fall 2020 no fresh application is required to be submitted. Instead the student is required to submit this declaration to following mail address. <u><i>"I solemnly declare that the level of financial hardship being faced by my father/guardian is same as that a year before and the financial assistance already provided by PIEAS is a sufficient relief for me"</i></u> . Student Name along with contact No. , father name, degree program, session and Reg. No. need to be specified in the required e-mail, which is supposed to be sent <b>till 4 pm of September 30, 2020.</b> <a href="mailto:incharge-esf@pieas.edu.pk">incharge-esf@pieas.edu.pk</a> .			
2019-23 & 2018-22 (fresh applicants)	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 3 <sup>rd</sup> /5 <sup>th</sup> semester (Fall) i.e. <b>October 05, 2020 till 4 pm</b>	Continued at same level in spring 2021 semester provided <b>GPA/ CGPA is not less than 2.67</b>	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 5 <sup>th</sup> / 7 <sup>th</sup> semester (Fall 2021), till 4 pm	spring 2021 semester as a fresh applicant if not applied in fall 2020 & for revision of the existing financial assistance, till 4 pm of 1 <sup>st</sup> day of 3 <sup>rd</sup> week of the semester
2019-23 & 2018-22 (Revision cases)		Same as above	1 <sup>st</sup> day of 3 <sup>rd</sup> week of 3 <sup>rd</sup> / 5 <sup>th</sup> semester (Fall) i.e. <b>October 05, 2020, till 4 pm</b>	Same as above

**Submission of Applications:** The applications for a financial assistance from BS students of batches 2020-24 and 2017-21 during this semester need to be physically submitted **till 4 pm of 05-10-2020 in the office of Department of Mechanical Engineering (DME) located at first floor of DTD building of PIEAS**. However, BS students of 2019-23 and 2018-22 batches are required to electronically submit their applications at [incharge-esf@pieas.edu.pk](mailto:incharge-esf@pieas.edu.pk). The needy students are advised to submit their application on prescribed form (placed here on 3<sup>rd</sup> page), duly filled and supported through documentary evidence- especially the affidavit of father/guardian in response to Q2 of the application form.

**Processing of Applications:** Each applicant is supposed to appear for an interview through which an Executive Committee will finalize its recommendations for the grant of a financial assistance in favor of an applicant. These recommendations are required to be got approved from Rector prior to implementation. The entire process of disposing the financial assistance applications may require a period of 5 to 6 weeks. The applicants are advised to seek the approval of Rector for a delayed submission of their semester dues for a period of about 06 weeks.

**Student Community Urged to Contribute for ESF:** At PIEAS the tradition of granting of fee waivers, up to 25% of the tuition fee collected, is well established for its BS and MS programs. Through establishment of an **Educational Support Fund (ESF)** in 2018 we are aiming at extending the sphere of financial assistance to all PIEAS students (BS/MS/PhD) and having a provision of a variety of forms of financial assistance including tuition fee waiver/other fee waivers/monthly living expenditure support/qarz-i-hasna etc. At present a limited amount is received for ESF as voluntary donation from faculty, staff and a small portion of student community. An interaction with the needy students during past 03 years revealed that a big gap exists between the students' needs and the amounts presently being received for ESF. *All those students of PIEAS who are free from the worries related to fee payment and living expenditure are requested to send their regular monthly contribution for ESF to Incharge ESF through their class representatives. This will help us in serving the needy students of PIEAS.*

(Dr. Ishtiaq Ahmad)  
Incharge ESF

Distributed electronically to all BS students & their HoD's

## Application of a PIEAS Student for a Financial Assistance

Applicant Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Academic Program: \_\_\_\_\_ Semester: \_\_\_\_\_ Registration No.: \_\_\_\_\_

Type of Required Financial Assistance, *please tick your choice(s)*

- Tuition Fee Waiver
- Waiver of some other fee component(s)
- Support for Living Expenditures
- Qarz-i-Hasna
- Continuation/Revision of an already available financial assistance

Questions to be responded by the Applicant on the basis of which **NEED** is to be ascertained

Q 1: Any scholarship/fellowship/fee waiver already being availed by the student?

Q 2: What is the annual income of father/guardian (from all sources)? *The response needs to be supported by an affidavit of father/guardian of the applicant on a judicial paper of worth Rs. 50/- or more which is to be purchased by father/guardian and not by the applicant, along with statement of bank account(s) held by father/guardian.*

Q 3: What is the total annual income, from all sources, of the family members (other than father/guardian) of the applicant who may support his/her education?

Q 4: Any major liability of father/guardian (say loan etc.) other than education of children?

Q 5: How much is being spent per annum for the education of brothers/sisters of the applicant?

Q 6: Is the family of applicant residing in a self-owned/rented house?

Q 7: What is the amount of any housing subsidy received by father/guardian of the applicant?

Q 8: What is the worth of utility bills (electricity/gas/water), of the last year, of the family residence of the applicant? *Bills are recommended to be annexed with the application form.*

*I solemnly declare that the information provided through this application form and its supporting documents is correct to the best of my knowledge. I understand that a false statement may not only deprive me from the right of any financial assistance but may also cause a disciplinary action against me.*

**Signature (with date) of the Applicant**

**Contact No. of the Applicant**

*In my opinion the applicant has properly addressed the above questionnaire and appears to be deserving for the required financial assistance. The application is recommended for further processing.*

**Signature of Head of Department Receiving Signature (with date) in Registration Branch**

**ESF Executive Committee Recommendations (to be recorded by the committee secretary)**