

**CHECK LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH DULY FILLED  
LOAN APPLICATION FORM ( e-Circular -NBG/PBU/PL-EDUCATION/8/2018-19 dated 18.05.18)**

**I STUDENT APPLICATION**

- |   |  |   |  |
|---|--|---|--|
| 1 | Proof of identity (any one)  | : | PAN / PASSPORT / VOTER ID CARD / DRIVER'S LICENSE  |
| 2 | Proof of Residence/ Address (any one)  | : | Recent copy of Telephone Bill / Electricity Bill / Water Bill / Piped Gas Bill or copy of Passport/ Driving License /Aadhaar Card. |
| 3 | Passport to be mandatorily obtained  |   | in case of Studies Abroad.   |
| 4 | Academic Records   | : |  |
|   |  | : | 10 <sup>th</sup> Result  |
|   |  | : | 12 <sup>th</sup> Result  |
|   |  | : | Graduation Result – Semester wise (if applicable)  |
|   |  | : | Entrance Exam Result through which admission is being taken (e.g., CAT, CMAT, JEE, NEET, CET, GMAT, GRE, TOEFL, etc.)              |
| 5 | Proof of admission   | : | Offer letter or Admission Letter from the institution. Conditional admission letter to be considered in case of studies abroad.    |
| 6 | Statement of cost of study/ Schedule of expenses.  |   |  |
| 7 | 2 Passport -size photographs.  |   |  |
| 8 | If any previous loan from other Bank's / Lenders, then Loan Account statement for last 1 year. |   |  |

\* PAN and/or AADHAAR to be mandatorily obtained before the next disbursement & entered into the system, in cases where the first disbursement is made as per norms without PAN and/or AADHAAR. Letter of understanding to be obtained in this regard.

**II CO – APPLICANT**

- |   |  |   |  |
|---|--|---|--|
| 1 | Proof of identity (any one)  | : | PAN / PASSPORT / VOTER ID CARD / DRIVER'S LICENSE  |
| 2 | Proof of Residence/Address (any one)   | : | Recent copy of Telephone Bill / Electricity Bill / Water Bill / Piped Gas Bill or copy of Passport/ Driving License /Aadhaar Card. |
| 3 | 2 Passport -size photographs.  |   |  |
| 4 | If any previous loan from other Bank's / Lenders, then Loan Account statement for last 1 year. |   |  |

\* PAN and/or AADHAAR to be mandatorily obtained before the next disbursement & entered into the system, in cases where the first disbursement is made as per norms without PAN and/or AADHAAR. Letter of understanding to be obtained in this regard.

**III INCOME PROOF FOR SALARIED CO-APPLICANT / GUARANTOR.**

- |   |   |
|---|---|
| 1 | Salary Slip or Salary Certificate of last 3 months.   |
| 2 | Copy of Form 16 for last 2 years or copy of IT Returns for last 2 financial years acknowledged by IT Deptt. |
| 3 | Bank account statement for last 6 months (of salary account).   |

**IV INCOME PROOF FOR SELF EMPLOYED CO-APPLICANT / GUARANTOR.**

- |   |  |
|---|--|
| 1 | Business address proof (if applicable).                                |
| 2 | IT Returns for last 2 years (if IT payee).                             |
| 3 | TDS Certificate (Form 16A, if applicable).                             |
| 4 | Certificate of qualification (for C.A/Doctor and other professionals). |
| 5 | Bank account statement for last 6 months.                              |

**NOTE : ALL DOCUMENTS SHOULD BE SELF-ATTESTED.**