

**PAKISTAN ATOMIC ENERGY COMMISSION FOUNDATION**

**P.O BOX NO. 216,**

**ISLAMABAD**

**Application for Interest Free Loan for**  
**Children Education**

*(Beneficiaries: Officers, and Staff (In-service))*

**(PART- I)**

1. Applicant's Name: Mr. / Mrs. / Dr. \_\_\_\_\_  
(Block letters)
2. PIN #: \_\_\_\_\_ 2(b) CNIC # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
3. Designation: \_\_\_\_\_ 4. Pay-Scale \_\_\_\_\_
5. (a) Current / Last Establishment \_\_\_\_\_ 5(b) Previous Establishment \_\_\_\_\_
6. **Bank Account Detail (Project / Establishment):-**
6. (a) Title of bank account \_\_\_\_\_ 6. (b) Bank Name. \_\_\_\_\_
6. (c) IBAN (24 Digit Bank Account No.) \_\_\_\_\_
7. SPS \_\_\_\_\_ 7(a) Basic Pay Rs. \_\_\_\_\_ (at the time of submitting application)
8. Date of Retirement / Superannuation: \_\_\_\_\_
9. Date of starting contribution towards CFP: \_\_\_\_\_  
(Mention month & year e.g Mar, 01)
10. If availed any grant / loan from Foundation previously?  
Yes ☐ No ☐  
If yes, give detail. \_\_\_\_\_  
(Mention amount and date)
11. Any loan from other sources: Yes ☐ No ☐
12. If Yes, specify the source:  
GPF ☐ HBA ☐ EWF ☐  
Bank ☐ Private ☐ Other ☐  
Principle Amount: Rs. \_\_\_\_\_ Sanctioning Date: \_\_\_\_\_  
Monthly Installments: Rs. \_\_\_\_\_ No. of Installments left: \_\_\_\_\_

**13. Declaration by the applicant.**

*I solemnly declare that I have been informed / read the terms & conditions of the subject scheme and I solemnly declare that the above information is true to the best of my knowledge and believe.*

Date: \_\_\_\_\_  
(Signature of the applicant) (Applicant's Cell #)

**14. Endorsement from Head of Establishment / Administrator.**

*The above information as submitted by the applicant is correct & verified.*

Date: \_\_\_\_\_  
(Signature & Stamp) (Contact #)

**For Foundation Office**

Duly completed application received on: \_\_\_\_\_ Priority Serial No. \_\_\_\_\_

SPS: \_\_\_\_\_ Amount Of Loan: \_\_\_\_\_

Amount of Monthly Installment: Rs. \_\_\_\_\_ (\_\_\_\_\_ installments)

**PAKISTAN ATOMIC ENERGY COMMISSION FOUNDATION**

**P.O BOX NO. 216, ISLAMABAD**

**Application for Interest Free Loan for**  
**Children Education**

**(PART- II)**

**Details of Children**

**1<sup>st</sup> Child**

Name: \_\_\_\_\_

Degree Programme \_\_\_\_\_

Subject: \_\_\_\_\_

Semester No. \_\_\_\_\_

University: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Any other Information: \_\_\_\_\_

**2<sup>nd</sup> Child**

Name: \_\_\_\_\_

Degree Programme \_\_\_\_\_

Subject: \_\_\_\_\_

Semester No. \_\_\_\_\_

University: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Any other Information: \_\_\_\_\_

**GENERAL DOCUMENTS REQUIRED**

- ☐ Attested copy of the **1<sup>st</sup> & 2<sup>nd</sup> pages of the Service Book** of the applicant clearly showing his / her personal profile, date of joining and date of superannuation.
- ☐ Attested copy of the immediate **previous month's pay slip** of the applicant.
- ☐ Copy of one leaf of recent cheque book.
- ☐ Attested copy of **CNIC of the applicant**.
- ☐ Certificate (in original) from the Head, LAO that the applicant is **contributing towards Central Financial Pool (CFP) indicating month and year** of making contribution.
- ☐ Duly filled-in and signed **"Irrevocable authorization for recoveries of loan"** Form with endorsement of Head LAO with his dated signature and stamp.

**SUPPORTING DOCUMENTS REQUIRED**

- ☐ Attested copies of **latest Fee Receipts** preferably attested / versified from the University / Institute concerned.
- ☐ **"Bonafide Student" Certificate** officially issued by the university with dated signatures and stamp of the Dean of Faculty or any other authorizing officer specifying the current semester / year of studies and course session.
- ☐ Attested copies of the **officially issued previous class / semester marks-sheet** with dated signatures & stamp of the Controller of Exams.
- ☐ Attested copy of **admission offer letter** (if any).

# **INTEREST-FREE LOAN FOR CHILDREN EDUCATION**

## **TERMS & CONDITIONS**

### **Loan Amount:**

Rs. 300,000/- for in-service employees in Pay Scale 1-11

### **Rate of Recovery:**

48 installments @ Rs. 6,250 per month for the Loan amount of Rs. 300,000/-

The number of installments may be reduced if an employees' superannuation / retirement fall within the Recovery period.

### **Eligibility Criteria:**

- The applicant should have served for **at least 15 years** in PAEC
- Applicant's **two or more children** are studying in professional **Higher Education (Graduate / Postgraduate)** Disciplines at any **HEC recognized institution**.
- The child should have an excellent academic record.
- This loan will be admissible only one-time in the entire service.
- The applicant should be a regular contributor towards CFP for the **last 2 years**.

### **Instructions:**

- The application form should be **completely filled-in** with **dated signatures and stamp**.
- Application should be forwarded **through proper channel only**.
- Requests concerning to Non-Degree courses, Secondary (Matric) and Higher Secondary School (Intermediate) or below level courses, and simple graduation level **courses (i.e. BA B.Sc)** will NOT be accepted.
- Preference will be given to the application where the students are studying at professional level degree courses at **High Rated / Ranked Universities**.
- Applications for **events in advance** will NOT be considered

**PAKISTAN ATOMIC ENERGY COMMISSION FOUNDATION**  
**P.O BOX NO. 216,**  
**ISLAMABAD**

**CONSENT OF RECOVERY**  
**IRREVOCABLE AUTHORIZATION FOR RECOVERIES OF LOAN**

1. I, \_\_\_\_\_, has applied to obtain a loan amounting to **Rs.** \_\_\_\_\_/- from PAEC Foundation for the purpose of \_\_\_\_\_.

(Specify purpose,)

2. I undertake to pay back the same in \_\_\_\_\_ (\_\_\_\_\_) installments amounting to **Rs.** \_\_\_\_\_/- (**Rs** \_\_\_\_\_ **thousand** \_\_\_\_\_ **only**) per month by deduction from my salary at source starting from 1<sup>st</sup> \_\_\_\_\_, 20\_\_\_\_ till \_\_\_\_\_.

3. I **irrevocably authorize** Head LAO / Accounts Officer / Manager (Finance) \_\_\_\_\_, to carry out above recoveries starting from the above cited date and remit the same to PAEC Foundation. In case of my transfer to any other Establishment, the outstanding installments may be indicated in my LPC and will continue to be deducted at new place of duty.

4. In case of failing to comply with or any procedural default in this regard, I undertake to remit the entire loan amount in lump-sum to the Foundation. I also **Irrevocably authorize** Head, LAO, / Accounts Officer / Manager (Finance) \_\_\_\_\_ to make recoveries at source from my payable dues immediately for remittance to the PAEC Foundation.

5. In case of my early retirement / resignation / termination of contract / death, stoppage of payment of salary for any reason whatsoever, or on dissociation from service, I **further authorize** PAEC to recover the out-standing dues in lump sum from my pensionary or other payable dues including Gratuity / GPF / CPF and immediately transfer the same to PAEC Foundation.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Applicant)

**Endorsement**

As per authorization, of recovery above, an amount of Rs. \_\_\_\_\_/- p.m will be deducted at source from the salary of Mr. / Mrs. / Dr. \_\_\_\_\_, \_\_\_\_\_ on account of recovery of loan of Rs. \_\_\_\_\_/- and will be remitted to PAEC Foundation by 10<sup>th</sup> of every month. In case of transfer of officer to any other Establishment, necessary instruction will be passed on to the concerned Head, LAO.

\_\_\_\_\_  
Dated Signature with stamp of the Head LAO