

(Format of Application for Verification of Scholarship Application)

To
The Director,
Ghani Khan Choudhury Inst. of Engineering and Technology,
Narayanpur, Malda,
West Bengal – 732141.

Subject: “Application for the verification and approval of _____
(Title of Scholarship) scholarship form” regarding

Fresh/Renewal Application (Please tick the appropriate)

Respected Sir,

I am _____ applying for
the _____ scholarship. Here I am declaring
that -

1. The details furnished in the scholarship application form are true and correct to the best of my knowledge.
2. In the present academic year (2025-2026), I have not applied/received any other type of scholarship till the date.
3. In the present academic year (2025-2026), I have not applied/received the same scholarship from any other Institute as well.

Hence, I am sincerely requesting you to kindly verify and approve my application on priority basis.

Yours Sincerely,

Signature of the Student with date

Details of the Student:

Name:

Course (Diploma/Degree):

Registration Number:

Stream:

Roll Number:

Semester:

Day Scholar/Hosteller:

Year:

Mobile Number:

Admission Type: Regular/Lateral

Admission Year:

Signature of the Parent/Guardian

Note: *Scanned colored original documents (in a single .pdf file) to be submitted at scholarship@gkciet.ac.in .

**One set of Xerox copies of all submitted supporting documents to the office, Dean (SW)

Check List:

Sl.No.	Details of the Item	Submitted by Student (Yes/No)	Verified By Institute
1.	Copy of Online Application Form		
2.	Caste Certificate (if any), Physical Disability (PH) certificate (if any)		
3.	Domicile Certificate		
4.	Income Certificate from competent authority (Grade "A" Level Officer with current Financial Year)		
5.	Copy of the receipt of latest Institute Fee Submission & Hostel Fees receipt		
6.	Admit card and result of Secondary/Madhyamik, Result of Higher Secondary, Result of last Examination passed (if any)		
7.	Aadhaar Card (Address Proof)		
8.	Copy of Bank Passbook updated for last 3 months (Front page and Last updated page)		
9.	Copy of the documents related to the previous Scholarship received (if any) and other documents relevant to the Scholarship Scheme (if any)		

Appeal Box:

Your Appeal	Detail (reason for which required)	Tick in the appropriate option
Issuance of Certificate of the Institute as given in the Form		
Online Verification		
Any Other (Give detail)		

(For Office Use Only)

Verifying Authority	Verified/Rejected (Signature with Date)	Remarks (if rejected)
Dr. Aditya Kumar Singh (Asst. Registrar Academic Cell)		
Ms. Debadrita Roy,(Trainer,CSE)		
Sri. Rajeev Kumar, (Asst. Prof. EE)		
Sri. Anirban Saha, (Asst. Prof. HSS)		
Dr. M. Mohan Jagadeesh Kumar, (Dean Students 'Welfare)		
Mr. Ajay Singh (Section officer, Finance Section)		

Online verification done from the institute side and verified by:
Institute Nodal Officer