



AL-Karam International Institute
Performa for Fee Concession Application

1.	Name of the Candidate	
2.	Father Name & Occupation	
3.	Program (Course of Study)	
4.	Session	
5.	Semester / Year	
6.	Roll No.	
7.	Program of the Candidate Morning / Regular or Self Supporting)	
8.	No. of Brothers / Sisters	

Documents to be attached:

- i. Copies of Electric / Gas Bills
- ii. Copies of pay slip / salary slip / pension book of parents
- iii. In case of death of parent/s, copies of death certificate/s

Signature of the Student

To be filled by the Department

9.	Obtained CGPA (Percentage if annual system)	
10.	Current Semester Fee and payment status of previous semester fee	
11.	Mention Pending fee of previous semesters / years (If any)	
12.	Total Fee Payable	
13.	Has candidate availed any other fee concession/ scholarship (if yes given detail)	
14.	Class attendance	
15.	Comments of Head of Department regarding: a. Academic Performance b. Deservingness of the candidate	
16.	Any other necessary information related to be candidate	
17.	Final Recommendation of Head of Department (If recommended, then mention recommended amount / percentage for concession)	

Signature & Stamp of
Head of Department