



Terms and Conditions for the Award of Scholarship

The following are the terms & conditions of the award of scholarship and the acceptance of the award is an acknowledgement of these obligations:

- i. An awardee will not change the course of study specified in the letter of award without obtaining prior approval of the Executive Director, Higher Education Commission.
- ii. An awardee is not to hold any other scholarship/stipend during this scholarship period of his/her study.
- iii. A change of university/institute during the study will only be admissible with the prior approval of the Executive Director, Higher Education Commission.
- iv. An awardee would obtain leave from his employer to join the institution of his study on full-time basis.
- v. An awardee is required to execute a bond with the university/institution of his employment to serve his parent department for 6 years subsequent to the award of the Degree.
- vi. An awardee shall sign an agreement with the Higher Education Commission (HEC) on behalf of the HEC on non-judicial (stamp) paper to the effect that in case the awardee fails to complete his/her study, he/she will refund to the HEC the total amount spent on his/her studies by the HEC. The format of the agreement is enclosed as a specimen.
- vii. In addition, a personal guarantee of a person of means on non-judicial (stamp) paper to the effect of ensuring the recovery in case of default would need to be furnished. Specimen is attached.
- viii. Every document i.e. Deed of Agreement, Guarantee to HEC, Declaration of Assets, Certification of Financial Soundness and Surety BOND must be properly notarized, that means the document must be registered by the Notary Public maintained by him as Notary register and the signatures of the executant must be obtained on the register and the number of the registration must be mentioned along with the notarial stamp.

SPECIMEN (3 pages)
(To be executed on Rs. 50 non-judicial stamp paper)

**DEED OF AGREEMENT
FOR UNDERTAKING A COURSE OF STUDIES
SCHOLARSHIP UNDER (Master leading to PhD Scholarships for Teachers of
Weaker Universities)**

This agreement is made, on theday of2007, between

(1) Mr. / Ms.son / daughter
ofhereby called the Scholar, and

(2) Higher Education Commission through the authorized officer in the HEC,
hereinafter called the HEC.

WHEREAS Mr. / Ms.has been selected by
the Higher Education Commission for the award of Scholarship for ...**(Please fill name
of Subject for which Scholarship is being given)**.....
.....

under the Scheme: Master leading to PhD Scholarships for Teachers of Weaker
Universities and the scholar has agreed to accept the same on the terms and conditions
governing this scholarship award.

Now this deed witnesses as under:

- i) This scholarship award shall be initially valid for one year and may be renewed up to a maximum total duration of two years for Masters and three years for Ph.D. degree subject to satisfactory academic performance of the scholar.
- ii) The payment of allowances admissible under the scholarship program shall be made subject to the complete adherence to all rules and regulations governing the scholarship program as well as satisfactory performance in the authorized studies.
- iii) The scholar shall not change the specified course of studies nor register himself/herself for any other course or program without prior approval of the HEC.
- iv) The scholar shall not extend the specified period of studies without prior approval of the HEC.
- v) The scholar shall not undertake employment whether paid or otherwise without approval of the HEC during his/her course of studies abroad.

- vi) The scholar shall refrain from engaging himself/herself in any political, commercial or any other activity incompatible with his/her program of studies abroad.
- vii) In case the scholar fails to qualify the course for which he/she was awarded Scholarship, the HEC reserves the right to recover entire expenditure inclusive of travel cost from the Scholars/Guarantor.
- viii) The scholar shall return to Pakistan immediately after the completion of the approved course for which he/she was sent abroad, and shall serve in Pakistan/his parent department for a period of six years as may be prescribed.
- ix) The scholars shall contact HEC immediately after his/her return to Pakistan and would inform about his/her employment/posting with date of joining.
- x) The scholar shall not incur any debts during his/her stay abroad and will clear all outstanding bills before leaving the country of study/training/research.
- xi) The scholar shall regularly submit the quarterly progress reports on his/her assigned Program abroad to the Higher Education Commission and a final comprehensive report immediately on completion of the study/training/research.
- xii) The scholar will be liable to disciplinary action as follows:
 - a) If he/she fails to avail of the award without any cogent reason acceptable to HEC/Government of Pakistan, he/she will be debarred from further study/training/research abroad under any Scholarship Program. If any financial loss is sustained as a result of his/her failing thus to avail the award, he/she will be held responsible therefore and liable to make good the same, apart from being liable to any penalty to be imposed by the Commission in this behalf.
 - b) If he/she fails to comply with the instructions/orders of HEC for proceeding abroad without any cogent reason acceptable to HEC, he/she will be liable to reimburse the Commission, on demand, the amount of passage money spent either by the country to be visited or HEC or both, in connection with his/her scheduled visit abroad.
 - c) If he/she fails to obey or act in accordance with HEC's order directing him/her to return to Pakistan, he/she will be liable to action under the acts/rules in force in Pakistan impounding or confiscating passports.
 - d) If he/she violates any condition laid down in the Bond for studies/training abroad under the Scholarships Program, he/she will be liable to pay the penalty as prescribed therein.
- xiii) The scholar is liable to disqualification from foreign training or such other disciplinary action as HEC may consider appropriate, if:
 - i) he/she violates any of the foregoing conditions, or
 - ii) he/she is found to have made any misstatement therein before.

AND THE SCHOLAR FURTHER COVENANTS, that in case of breach of any of the above terms and conditions as well as the rules / terms and conditions those governing scholarship award and / or his / her failure to return to and serve in Pakistan as directed by the HEC for the specified period, the scholar shall be bound to pay the HEC a

penalty as prescribed by the HEC besides compensate the HEC by making a refund of the total amount of expenditure including travel cost incurred on him / her in Pakistan Rupees and in foreign currency or its equivalent in Pakistan Rupees at the official rate of exchange prevalent on the date of the breach of the above agreement. The amount of penalty and the compensation as prescribed and assessed by the HEC shall be final and conclusive.

IN WITNESS WHEREOF, the parties aforementioned have signed this deed in token of acceptance thereof.

Dealing Officer of HEC
(Authorized Officer)

Scholar / Awardee

Signature:.....

.....
Signature of Candidate

STAMP:

Full Name:

Designation:

N. I. Card No:

Present Phone No:

Address:

Dated:

Witness No.1

Witness No.2

Signature_____

Signature:_____

a) Name_____

a) Name: _____

b) Designation_____

b) Designation_____

(Official Seal)

(Official Seal)

c) Address_____

c) Address_____

SPECIMEN (1 page)
(To be executed on Rs. 15 non-judicial stamp paper)

GUARANTEE TO THE HIGHER EDUCATION COMMISSION
(Part of the Undertaking)

I,.....son/daughter
(Surety/Guarantor)

of..... do hereby guarantee the payment of any such sum as penalty and compensation as prescribed and assessed by the Higher Education Commission which the above scholar may be called upon to pay to HEC for the breach of any of the terms and conditions of the above agreement as well as those governing Master leading to PhD Scholarships for Teachers of Weaker Universities award and I hereby undertake to pay the total sum on demand in the event of the scholar making a default in the payment of the sum.

Signature:.....
(Surety/Guarantor)

Name:.....

N.I. Card No.....

Present Address:.....

.....

Permanent Address:.....

.....

WITNESS 1

WITNESS 2

Signature:.....

Signature:.....

Name:.....

Name:.....

N.I. Card No.....

N.I. Card No.....

Address:.....

Address:.....

.....

.....

(Attested by Judicial Magistrate)

STAMP

Signature:.....

Name:.....

Address:.....

SPECIMEN (1 page)
(To be executed on Rs. 30.00 non-judicial stamp paper)

**CERTIFICATION TO THE FINANCIAL SOUNDNESS
OF
SURETY/GUARANTOR BY A GOVERNMENT OFFICER**

Certified that I, Mr./Ms.....

N.I. Card No.....

Resident of and working

in asknow

Mr./Ms.....

(Surety/Guarantor)

son/daughter of.....

who has stood surety/guarantee to.....

Mr./Ms.....as Scholar in the field of

(Please fill name of Subject for which PhD scholarship is being given)

.....and that Mr./Ms.

.....

(Surety/Guarantor)

possesses financially sound position and is capable of paying a sum equal to the expenditure

incurred by the Higher Education Commission on the studies of

Mr./Ms.....

(Name of Scholar)

under the **Master leading to PhD Scholarships for Teachers of Weaker Universities** program
in case of default by him/her.

Name:.....

Official Stamp Designation:.....

Present Address:.....

.....

Permanent Address:.....

SPECIMEN (1 page)

(To be executed on Rs. 30.00 non-judicial stamp paper)

(Please include attested photocopies of Immovable Property)

DECLARATION OF ASSETS IN RESPECT OF

(.....)

(Guarantor/Surety/Scholar)

S.No.	Name of Property	Location/Address	Approx. Value
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Signature:.....
 Name:.....
 Address:.....

Verified by
Officer Stamp

Signature:.....
 Name:.....
 (Class-I Gazetted Officer)

Counter Signed by
Official Stamp

Signature:.....
 Name:.....
 (Judicial Magistrate)

The value of the property is authenticated and it is without any encumbrance.

Signature:.....
 Name:.....

(Tehsildar)

SPECIMEN (2 pages)
(To be executed on Rs. 60 non-judicial stamp paper)

SURETY BOND FOR UNDERTAKING STUDIES/TRAINING ABROAD

Know all men by these presents that we (1) Mr. _____ S/o _____ of the permanent address _____ (herein-after called the trainee) and (2) Mr. _____ S/o _____ of the permanent address _____, (herein after called the surety) are held and firmly bound up to the president of Pakistan, (herein after called the President) through Higher Education Commission, for all moneys, charges, costs and expenses as may be determined by the President as having been incurred on or in respect of the trainee’s studies/training which amount will not question to be paid to the President, his successors in office or assigns for which payment well and truly to be made, we hereby bind ourselves, each of us, our and each of our heirs, executors administrators jointly and severally.

Signed and delivered this on _____.

Signature _____
(Trainee)

Full Name _____

Address _____

Signature _____
(Surety)

Full Name _____

Address _____

WHEREAS on his/her request the President has selected the trainee for studies/training in _____ (SUBJECT) _____ under the **Master leading to PhD Scholarships for Teachers of Weaker Universities** program now the condition of above-written bond is that if the trainee shall successfully complete his studies/training, and shall return to Pakistan immediately after wards and serve within Pakistan for a minimum period of six years as may be directed by the Federal Government through the Higher Education Commission and not seek employment outside Pakistan without the prior approval of the Federal Government through Higher Education Commission when the above written bond shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

Signed jointly by each of us this on _____ day of _____, _____ in the presence of the following witnesses:

Witnesses

1. Signature _____
Name _____ S/o _____
Address _____

2. Signature _____
Name _____ S/o _____
Address _____

Presented for registration this Surety Bond by _____ S/o _____
permanent resident of _____ before me, at the office of Joint/Sub Registrar
_____, on this _____ day of _____, between the hours _____ to _____

Executant _____
Name: _____ Name: _____
NIC: _____ NIC: _____

Notary / Magistrate

Execution and completion of this deed has been admitted by the said Executant, who hereby undertake to abide by and
subscribe to all the terms and conditions set forth in the body of this Surety Bond. The Executant is identified by M/S:

Witnesses

1. _____
_____ S/o _____ R/o _____
NIC: _____

1. _____
_____ S/o _____ R/o _____
NIC: _____

The witnesses are relied upon.

Executant _____

Notary / Magistrate

CERTIFICATE

Registered at No: _____ on this _____ day of _____ 2007 and its duplicate copy pasted in the
additional Book No: _____ Volume No: _____ on Pages _____ to _____.

The Executant and the witnesses have set their hands in my presence.

Notary / Magistrate