



SCHOLARSHIP POLICY 2018-19

**THE PUNJAB EDUCATIONAL
ENDOWMENT FUND (PEEF)**



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CHAPTER 1

INTRODUCTION



1.1. PREFACE:

The Punjab Educational Endowment Fund (PEEF) is an initiative of the Government of Punjab. To make it more efficient, transparent and autonomous in its functioning, it is registered under section 42 of the Companies Ordinance, 1984. The PEEF is established with the objective of providing scholarships to talented and needy students to pursue quality education with equal opportunities.

The Punjab Educational Endowment Fund was initially established with seed money of Rs.2 billion, which has now been raised to Rs. 13.5 billion. Only investment proceeds out of this fund are utilized for the award of scholarships.

This program is providing opportunities to the talented but needy students to fulfill their dreams and aspirations and at the same time to become partner in the development and welfare of Pakistan.

Since its establishment, PEEF has awarded more than 342,000 scholarships worth Rs. 15.6 billion to students of Punjab and other provinces. With the inclusion of current year's (2018-19) scholarships; the total number of awards will reach 375,000 (approx.) worth more than Rs. 17.50 billion.

1.2 SCHOLARSHIP CATEGORIES:

The Punjab Educational Endowment Fund (PEEF) scholarships have been classified into two major categories

- Outreach Scholarships *(80% of the total number of scholarships)*
- Special Quota Scholarships *(20% of the total number of scholarships)*

Special Quota Scholarships are awarded to meritorious and deserving students who fall in at least one of the following categories:

- i. Orphan children
- ii. Children of government servants in BPS 1 – 4
- iii. Children belonging to minority religion
- iv. Special children
- v. Children of civilians martyred in terrorist attacks

1.3 SCHOLARSHIP ALLOCATION:

1.3.1 Scholarship Levels:

PEEF scholarships are awarded for the following four (4) levels of education. The level wise allocation of scholarship is given below:

- Secondary 30%
- Intermediate 30%
- Graduation 30%
- Masters' 10%



1.3.2 Type of Institutions:

PEEF has allocated scholarships for both Public & Private sector educational institutions. The sector wise allocation of scholarships is as follows:

- Public Sector/Government Educational Institutions 90%
- Private Affiliated Institutions 10%

1.3.3 Geographic Allocation:

In order to provide more opportunities to the students of less developed districts, more scholarships have been allocated to these districts. In this perspective, the districts of Punjab have been divided into two major categories; Developed Districts (DDs) and Less Developed Districts (LDDs).

The district category wise allocation of scholarships is given below:

District Category	Number of Districts	% of Scholarships Allocated
Less Developed Districts (LDD)	16	50%
Developed Districts (DD)	20	50%
Total	36	100%

By virtue of this categorization, less developed districts of Punjab are awarded more scholarships than developed districts.

1.3.4 Scholarship Quotas:

- Besides awarding scholarships to students of Punjab; scholarship quotas have been allocated for the students of other provinces, Azad Jammu & Kashmir, FATA, Gilgit Baltistan and Islamabad Capital Territory (ICT).
- In addition, PEEF has also earmarked scholarship for students of Punjab studying in the top ranked institutions of Pakistan (Centre of Excellence - COEs)
- 468 scholarships are also earmarked for pass outs of Punjab Board of Technical Education (PBTE).

1.3.5 PEEF- DFID Scholarship Program:

1.4 The Punjab Educational Endowment Fund (PEEF) & Department for International Development (DFID) – UK aid signed an MoU to provide 27,500 Intermediate Level Scholarships to talented and deserving girl students of eleven (11) less developed districts of Punjab and 500 Graduation Level Scholarships to students of Punjab studying in seven (7) partner Centre of Excellence. During the phase I of the scholarship program (2013-18), a total of 34,014 scholarships have been awarded against the allocation of 28,000 scholarships.

In the year 2018-19 DFID – UK has extended the project for another two (2) years to provide 20,000 additional Intermediate Level Scholarships to talented and deserving girl students of sixteen (16) less developed districts of Punjab. These scholarships will be awarded in the year 2018-19.



The district wise allocation for the year 2018-19 is given below:

Sr. No.	District	Allocation
1	Dera Gazi Khan	1,250
2	Rajan Pur	1,250
3	Muzafargarh	1,250
4	Layyah	1,250
5	Bahawalpur	1,250
6	Bahawalnagar	1,250
7	Rahim Yar Khan	1,250
8	Vehari	1,250
9	Lodhran	1,250
10	Khanewal	1,250
11	Chiniot	1,250
12	Jhang	1,250
13	Kasur	1,250
14	Bhakkar	1,250
15	Pakpattan	1,250
16	Okara	1,250
Total		20,000

1.5 SCHOLARSHIP STIPEND RATES:

Following scholarship stipend rates are admissible for the scholarships awarded during the year 2018-19:

For students studying in		Monthly Stipend for Day Scholar (Rs.)	Monthly Stipend for Boarders* (Rs.)
Secondary level		800	1,500
Intermediate level		1,500	3,000
Graduation (BA, B.Sc)		2,500	4,000
Professional Degree / Courses (BS, B.Sc. Hons., MBBS, Engineering, B.Com, IT, etc.)		3,000	4,500
Master's Level	Monthly Stipend	3,000	5,000
	Tuition Fee	a) Admission Fee & Registration Fee b) Tuition Fee – Examination Fee – Lab fee – Thesis fee (where applicable)	



1.6 Allocation of Scholarships for the Year 2018-19

The allocation of scholarships for the year **2018-19** is given below:

Entity	Scholarship Allocation-(PEEF)	Scholarship Allocation-(DFID)	Scholarship Allocation-(CMMS)
Punjab			
Secondary Level	1,718		-
Intermediate Level	1,718	20,000	-
Graduation Level	1,718	-	-
Master's Level	573	-	-
Ph.D Level (CMMS)	-	-	30
Punjab Board of Technical Education (PBTE)	468	-	-
Total	6,225	-	30
Other provinces / Territories	835	-	-
Centre of Excellences	1,475	-	-
Sub Total	8,535	20,000	30
Grand Total		28,535	



CHAPTER 2
**SCHOLARSHIP APPROACH &
POLICY GUIDELINES**



2.1 THE APPROACH:

The PEEF has adopted a “Pro active Approach” for award of Outreach Scholarships to the talented and deserving students. No advertisements are released to seek applications for outreach scholarships; rather PEEF itself obtains data of meritorious students from Punjab Examination Commission (PEC), all Board of Intermediate and Secondary Educations (BISEs) of Punjab and Federal Board of Intermediate and Secondary Education (FBISE) and contact the eligible and meritorious students who have attained top positions in their respective tehsils.

PEEF allocates scholarships to districts which are further divided equally amongst all tehsils of the districts for award of scholarships at Secondary, Intermediate and Graduation levels. Separate tehsil wise, level wise (Secondary, Intermediate and Graduation), stream wise (Science, Arts) and gender wise (Male, Female) merits are worked out for award of scholarship.

2.2 POLICY GUIDELINES:

Following POLICY GUIDELINES have been adopted while short listing and finalizing the scholarship awards lists:

For **ALL LEVELS AND CATEGORIES THE PRIORITY IS TO MAINTAIN GENDER RATIO** (50% for each gender) in the following order of priority:

- Tehsil
 - District
 - Division
 - Province
- If the allocated number of scholarships (all levels and categories) of a tehsil, stream, or gender are in fractions, (3.2, 2.8, 4.5 etc.), the number will be rounded off to **next (higher) digit from 0.5 onwards**; e.g. against 2.5 scholarships, 3 students will be awarded scholarships. All scholarship adjustments will be made accordingly
 - If only “1” scholarship is allocated to a certain stream/group, the scholarship will be awarded to the student with highest marks; either male or female
 - All the meritorious students having same marks will be awarded PEEF scholarships.
 - Scholarship disbursements will be made through current institution on bi annual basis subject to the satisfactory performance report by the respective current institution of the students.
 - Special quota scholarships (SQS) will be awarded on the basis of district, gender & category wise merits.
 - If any shortlisted student (Outreach Scholarship) is also eligible for SQS, he / she would be considered eligible for both types of scholarships; giving first preference to the Outreach Scholarship and then to Special Quota Scholarships (SQS).



- Scholarships for the students of **private affiliated institutions** will be awarded on the basis of district, educational group & gender wise merits
- For PEEF scholarships at Secondary, Intermediate or Graduation Level the student must have studied the previous educational level(Middle, Matriculation or Intermediate) on scholarship / fee waiver / fee exemption awarded by the institution (***the selected student will provide proof of scholarship / fee waiver / fee exemption***).
- Scholarship will only be awarded to those students whose parents (father and / or mother); declared income from all sources is as per PEEF income criteria. In addition, the applicant will be required to provide “Credible Evidence” of their income; i.e. Income Affidavit, Pay Slip/Salary certificate (where applicable).Govt. Employees of grade 1-4, either serving or retired, are exempted from the condition of monthly income criterion if salary/pension is their only source of income.
- In case of orphan, only the income of the mother shall be considered while determining the eligibility for award of PEEF scholarship.



Chapter 3
SCHOLARSHIP
ELIGIBILITY CRITERIA



3.1) SECONDARY LEVEL SCHOLARSHIPS(PUNJAB)

Category of Scholarships	Outreach, Special Quota
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The students must have:

- i. Passed Punjab Examination Commission's (PEC) Grade VIII examination held in annual (OR)
 - Passed Grade VIII examination in annual conducted by the Directorate of Special Education, Lahore.
- ii. Secured at least 60% marks in the above mentioned examination(s)
- iii. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination
- iv. Declared monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- v. For Special Quota Scholarships, the student must fall in at least one of the following S.Q categories:
 - Orphan Children
 - Children of government servants in BPS 1 – 4
 - Children belonging to minority religion
 - Special Children
 - Children of civilians martyred in terrorist attacks
- vi. Not availing any other educational scholarship during the current academic year

Note:

- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



3.2) INTERMEDIATE & GRADUATION LEVEL SCHOLARSHIP(PUNJAB)

Category of Scholarships	Outreach, Special Quota
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The students must have:

- i. Passed Matriculation or Intermediate Examination conducted by Board of Intermediate and Secondary Education (BISE) Punjab or Federal Board of Intermediate & Secondary Education (FBISE), Islamabad in annual
 - Only students of Federal Government Institutions and Private Affiliated Institutions situated within geographical boundaries of Punjab are eligible for consideration of PEEF scholarships
- ii. Secured at least 60% marks in the above mentioned examination
- iii. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination
- iv. Declared monthly income of parents (from all sources) is equal to or less than Rs.15,000/-
- v. For Special Quota Scholarships, the student must fall in at least one of the following S.Q categories:
 - Orphan children
 - Children of government servants in BPS 1 – 4
 - Children belonging to minority religion
 - Special children
 - Children of civilians martyred in terrorist attacks
- vi. Not availing any other educational scholarship during the current academic year

Note:

- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



3.3) PEEF-DFID INTERMEDIATE LEVEL SCHOLARSHIP

Category of Scholarships	Outreach
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- i. Only Female students are eligible
- ii. Passed Matriculation Examination from one of the project district conducted by Board of Intermediate and Secondary Education (BISE) Punjab or Federal Board of Intermediate & Secondary Education (FBISE), Islamabad in annual
 - Only students of Federal Government Institutions situated within geographical boundaries of Punjab are eligible for consideration of PEEF scholarships
 - Meritorious students of private affiliated schools administered under Punjab Education Foundation (PEF) in sixteen (16) projects of Punjab are also eligible
- iii. Secured at least 60% marks in the above mentioned examination
- iv. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination
- v. Declared monthly income of parents (from all sources) is equal to or less than Rs.15,000/-
- vi. Not availing any other educational scholarship during the current academic year

Note:

- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



3.4) PEEF MASTER'S LEVEL SCHOLARSHIP

Category of Scholarships	Outreach
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The PEEF has allocated annual scholarship quota for Master Level Education. These scholarships are awarded to talented and deserving students enrolled in Partner Universities/Degree awarding Institutions as per recommendations of the respective universities/ Degree awarding Institutions

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
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The student must have:

- i. Punjab domicile
- ii. Secured at least 60% marks or a minimum CGPA 2.5 in BA/ B.Sc./ B.COM/ BS/ BBA etc. in annual examination held in last three years from Punjab
- iii. Secured admission as a full time student in the current academic year in one of the Partner Universities / Degree awarding Institutions
 - Students enrolled in spring/fall session (where applicable) and morning/ afternoon / evening sessions (where applicable) are also eligible to apply for PEEF Masters scholarships
- iv. Declared monthly income of parents (from all sources) is equal to or less than Rs.30,000/-
 - Children of Govt. employees in BPS 1-4 are exempted from condition of income, if salary is only source of income
 - *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*
- v. Not availing any other educational scholarship during the current academic year
- vi. Besides fulfilling PEEF eligibility criteria, the prospective student must qualify the merit and need criteria of the respective University/ Degree awarding Institutions

Note: Following students are not eligible for PEEF Masters level Scholarship:

- Students who have already passed / possessed M.A / M.Sc / M.S / M.PHIL **etc.** degree
- Marks improvers or students who have passed examination in supplementary session
- Students who have passed the aforementioned examination with grace marks (*)



3.5) INTERMEDIATE AND GRADUATION LEVEL SCHOLARSHIPS FOR STUDENTS OF PBTE

The PEEF has allocated annual quota of 468 scholarships for the students of PBTE. This quota includes both outreach and special quota scholarships. Quota has been allocated irrespective of gender of students.

The annual scholarship allocation is as under:

Sr. No.	Selection of Students on the Basis of	Scholarship Allocation for the Students Studying in	Number of Scholarship Allocated	Per District Scholarship Allocation
1	Matric – Tech Matric Vocational	Intermediate (D.Com, DAE, F.A, ICS, etc.)	36	1
2	Commercial (D.COM , DBA & DHO)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA,DHO etc.)	180	5
3	Technical (DAE & DDM)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA, etc.)	180	5
4	Special Quota (Commercial & Technical, Diploma in Special Education (DSE)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA, DSE etc.)	72	2
		Total	468	13



ELIGIBILITY CRITERIA:

Category of Scholarships

Outreach, Special Quota

The student must have:

- i. Punjab Domicile
- ii. Passed Matric –Tech., Commercial and Technical examination conducted by PBTE in annual from Govt. Institution or Private Affiliated Institutions
- iii. Secured at least 60% marks in the above mentioned examination
- iv. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination year.
- v. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- vi. For Special Quota Scholarships, the student must fall in at least one of the following S.Q categories:
 - i. Orphan children
 - ii. Children of government servants in BPS 1 – 4
 - iii. Children belonging to minority religion
 - iv. Special children
 - v. Children of civilians martyred in terrorist attacks
- vii. Not availing any other educational scholarship during the current academic year.

Note:

- *The responsibility of intimation to prospective students & selection of students for PEEF scholarship rests with Punjab Board of Technical Education (PBTE), Lahore*
- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



3.6) SCHOLARSHIP QUOTA FOR COEs:

Center of Excellence (COE) is an academic institution that has high merit in the academic realm in terms of reputation, conduct and performance. The Punjab Educational Endowment Fund has allocated scholarship quotas to different COEs. The responsibility of selection of students for PEEF scholarship rests with the respective COE.

Scholarships allocation of COEs for the year 2018-19 is as under:

Sr. No.	Centre of Excellences (COE's)	Scholarship Allocation	Level
1	Air University, Islamabad	25	Graduation
2	Bahria University, Islamabad	30	Graduation
3	Cadet College, Hassan Abdal	15	Secondary Intermediate
4	COMSATS Islamabad	10	Graduation
5	COMSATS Lahore	16	Graduation
6	Punjab Daanish School & Center of Excellence Authority, Lahore	920	Elementary Graduation
7	FAST University, Lahore	30	Graduation
8	FC College University, Lahore	20	Graduation
9	Ghulam Ishaq Khan Institute (GIKI), Swabi	10	Graduation
10	Institute of Business Administration, Karachi	8	Graduation
11	Institute of Business Administration, Sukkur	10	Graduation
12	Institute of Chartered Accountants of Pakistan (ICAP), Lahore	15	Graduation
13	Institute of Cost Management Accountants of Pakistan (ICMAP), Lahore	15	Graduation
14	Information Technology University (ITU), Lahore	100	Graduation Masters
15	Lahore University of Management Sciences (LUMS)	30	Graduation
16	Military College Sui- Balochistan	20	Secondary Intermediate
17	Military College, Jehlum	20	Secondary Intermediate
18	Military College, Murree	20	Secondary Intermediate



PEEF Scholarship Policy

19	Namal College, Mianwali	15	Graduation
20	National University of Science & Technology (NUST), Islamabad	20	Graduation
21	Pak Turk International Public School & College, Lahore	30	Secondary Intermediate
22	Pakistan Air Force Public School, Sargodha	20	Secondary Intermediate
23	Pakistan Institute of Fashion and Design, Lahore	10	Graduation
24	Sadiq Public School, Bahawalpur	20	Secondary Intermediate
25	University of Veterinary & Animal Sciences (UVAS) Lahore	20	Graduation
26	Cadet College, Pishin, Balochistan	20	Secondary Intermediate
27	College of Electrical & Mechanical Engineering (E & ME), Islamabad	20	Graduation
28	National Defense University, NDU. Islamabad	10	Graduation
	TOTAL	1,499	–



Chapter 4
**SCHOLARSHIPS ALLOCATION FOR
OTHER PROVINCES/AREAS**



4.1) INTERMEDIATE AND GRADUATION LEVEL SCHOLARSHIPS FOR OTHER PROVINCES:

The Punjab Educational Endowment Fund (PEEF) has allocated special scholarship quotas for meritorious and deserving students of other provinces, AJK, FATA, Gilgit Baltistan & Islamabad Capital Territory. These scholarships are awarded to pass outs of public sector institutions to pursue Intermediate, Graduation and Master's level education in their respective province or any other educational institution of Pakistan. The level wise allocation is as follows:

SCHOLARSHIP ALLOCATION:

Scholarships allocation of other provinces/areas for the year 2018-19 is as under:

Other provinces / Territories	Scholarship Allocation	Level wise Allocation			
		Secondary	Intermediate	Graduation	Master's
Balochistan	480	20	258	172	30
Khyber Pakhtunkhwa	80	-	48	32	-
Sindh	80	-	48	32	-
FATA	65	-	30	20	15
Gilgit Baltistan	50	-	30	20	-
Azad State of Jammu & Kashmir	50	-	30	20	-
Islamabad Capital Territory (ICT)	30	-	18	12	-
TOTAL	835	20	462	308	45



ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
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In order to be eligible for PEEF scholarships; a student must have:

- i. The provincial / territory / domicile
- ii. Passed Matriculation or Intermediate Examination conducted by the respective Board of Intermediate and Secondary Education (BISE) in annual
- iii. Passed these examination through Government School / College
- iv. Secured at least 60% marks in the above mentioned examination
- v. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination
- vi. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- vii. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
 - Orphan children
 - Children of government servants in BPS 1 – 4
 - Children belonging to minority religion
 - Special children
 - Children of martyred in terrorist attacks
- viii. Not availing any other educational scholarship during the current academic year

Note:

- *The responsibility of intimation & selection of students for PEEF scholarship rests with the concerned Focal Office/ Focal person of other provinces, AJK, FATA & Islamabad Capital Territory.*
- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



4.2) TECHNICAL EDUCATION SCHOLARSHIPS FOR STUDENTS OF BALOCHISTAN:

The PEEF has allocated 30 additional scholarships for district toppers of DAE (Diploma of Associate Engineering) to pursue Graduation Level education in institutions of Balochistan or Punjab.

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
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Students must have:

- i. Passed DAE (Diploma of Associate Engineering) examination conducted by BISE Quetta in annual
- ii. Secured at least 60% marks in the above mentioned examination
- iii. Secured admission in a regular educational institution as a full time student in the same year as of passing the examination
 - a. The prospective student may get enrolled in undergraduate/ diploma /certification program in Balochistan **OR**
 - b. Scholarships may also be awarded to students of Balochistan who are enrolled in TEVTA/ Punjab administered institutions in undergraduate/ diploma /certification program.
- iv. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- v. Not availing any other educational scholarship during the current academic year.

Note:

- *Children of government employees in BPS 1 – 4 are exempted from income limit criteria if salary is the only source of income*
- *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*



4.3) MASTERS LEVEL SCHOLARSHIPS FOR STUDENT OF BALOCHISTAN PROVINCE

The PEEF has allocated 30 additional scholarships for Master Level education for students studying in Public Sector Universities of Balochistan.

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
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In order to be eligible for PEEF scholarships; a student must have:

- i. Balochistan domicile
- ii. Secured at least **60%** marks or minimum **CGPA2.5** in BA/B.Sc./BBA/BCS/BS/B.COM etc. in annual examinations held in last three years.
- iii. Secured admission as a full time student in the current academic / Degree year in a Public Sector University of Balochistan.
- iv. Monthly income of parents (from all sources) is equal to or less than Rs. 30,000/-
 - Children of government employees in BPS 1– 4 are exempted from income limit criteria if salary is the only source of income
 - *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*
- v. Not availing any other scholarship for Master's Level studies.
- vi. Besides fulfilling PEEF eligibility criteria, the prospective student must satisfy the merit & need criteria for award of scholarship of the respective University / Higher Education Institutions.

Note:

Following students are not eligible for PEEF Masters level Scholarship:

- *Students who have already passed / possessed M.A / M.Sc / M.S / M.PHIL etc. degree*
- *Marks improvers or students who have passed examination in supplementary session*
- *Students who have passed the aforementioned examination with grace marks (*)*



4.4) MASTER LEVEL SCHOLARSHIPS FOR STUDENTS HAVING FATA DOMICILE

The PEEF has allocated 15 additional scholarships for Master Level education for students having FATA domicile studying in any Public Sector University of Pakistan.

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
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In order to be eligible for PEEF master's level scholarship; a student must have:

- i. FATA domicile
- ii. Secured at least **60%** marks or minimum **CGPA2.5** in BA/B.Sc./BBA/BCS/BS/B.COM etc. in annual examinations held in last three years.
- iii. Secured admission as a full time student in the current academic / Degree year in a Public Sector University of Pakistan.
- iv. Monthly income of parents (from all sources) is equal to or less than Rs. 30,000/-
 - Children of government employees in BPS 1–4 are exempted from income limit criteria if salary is the only source of income
 - *Children of civilians martyred in terrorist attacks are also exempted from the monthly income limit of Rs. 15,000/-*
- v. Not availing any other scholarship for Master's Level studies.
- vi. Besides fulfilling PEEF eligibility criteria, the prospective student must satisfy the merit & need criteria for award of scholarship of the respective University / Higher Education Institution.

Note:

Following students are not eligible for PEEF Masters level Scholarship:

- *Students who have already passed / possessed M.A / M.Sc / M.S / M.PHIL **etc.** degree*
- *Marks improvers or students who have passed examination in supplementary session*
- *Students who have passed the aforementioned examination with grace marks (*)*



Chapter 5

REDRESSAL OF GRIEVANCE



5.1) REDRESSAL OF GRIEVANCE (PUNJAB)

The Applicants:

- Students
- Parents
- Institutions
- Other offices (Govt. offices, Education Department, etc.)

Issues:

- Scholarship award
 - Cancellation of scholarships due to false / wrong information
 - Determination of merit and selection of institution
 - Any other reason related to allocation / award of PEEF scholarships
-
-

The Punjab Educational Endowment Fund (PEEF) has established a “Three (3) Tier” Grievance Redressal System, giving the applicants a fair and transparent grievance redressal mechanism for complaints regarding award of PEEF scholarships.

i) SCHOLARSHIP MANAGEMENT SECTION (SMS):

The first tier to evaluate the application is the SMS Head (Senior Manager Scholarship). All the applications (in writing or through electronic mail – emails) or by representation will be reviewed at this level on the basis of data provided by BISEs and tehsil wise merit lists prepared for award of scholarships.

Time line:

All complaints will be addressed within 30 days from date of receipt.

TORs / Objectives:

To review:

- Applications for award of scholarships
- Cases for cancellation of scholarships
- Applications for transfer of scholarship from one institution to the other
- Application for revision of scholarship stipend on the bases of change in degree / course
- Applications submitted by stakeholders, challenging a scholarship award to any other student
- Applications by the former scholar(s) after he / she has been debarred due to reasons as given by the PEEF and by the participating institution
- Application regarding formulation of merit
- Any other issue related to scholarship

The SMS Head will take action based on the information provided by the partner institution / BISE / FBOSE / PEC and the applicant as per prevailing scholarship policy.

Anonymous complaints shall not be reviewed.



ii) INTERNAL REVIEW COMMITTEE (IRC):

If the complainant is not satisfied with the reply of the Head of Scholarship Management Section, he / she can request for a review of such decision. An IRC comprising of the following members shall review the decisions of the Head of SMS. The application for review will be addressed to IRC/CEO/PEEF. The Internal Review Committee comprises of;

1. Chief Executive Officer (CEO)
2. Chief Financial Officer (CFO)
3. Senior Manager Scholarships

The IRC, headed by CEO, will review all the applications on merit and make the final decision regarding the matter.

All the applications received will be reviewed within 30 days of receipt.
(Anonymous complaints shall not be reviewed)

iii) GRIEVANCE REDRESSALBOARD (GRB):

If the complainant is even not satisfied with the decision of IRC, he / she may request for a final review to the Grievance Redressal Board. The GRB comprising of a retired Judge of High Court, a non-official member of the Board of Director (nominated by the vice chairman) and departmental representative (DR) will review the decisions of Internal Review Committee regarding the cases submitted by the students, their parents, educational institutions and line departments.

All the applications received will be reviewed within one month of receipt.
(Anonymous complaints shall not be reviewed)

iv) PROCEDURES / POLICY FOR REDRESSAL OF GRIEVANCES

- PEEF will address queries of grievances regarding award of scholarships. These queries should reach PEEF office within one month from the date of uploading / announcement of Final Award Lists of any level.
- The applicant(s) can file a complaint on plain paper, signed and accompanied by CNIC of the student / parents / guardian, or through emails or representation.
 - If applicant is a student, less than 18 years of age, the CNIC of the father/mother/guardian will be attached.
 - If applicant is an institution/office; the application will be submitted on official letter head duly signed by the authority.
 - Anonymous complaints shall not be reviewed.



**5.2) REDRESSAL OF GRIEVANCE
(PBTE, Other Provinces, AJK, FATA, G.B & ICT)**

The Applicants:

- Students
- Parents
- Institutions
- Other offices (Govt. offices, Education Department, etc.)

Issues:

- Scholarship award
 - Cancellation of scholarships due to false / wrong information
 - Determination of merit and selection of institution
 - Any other reason related to allocation / award of PEEF scholarships
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- Punjab Educational Endowment Fund (PEEF) has allocated scholarship quotas for PBTE, other Provinces, AJK, FATA, Gilgit-Baltistan and ICT.
- All the nominations for PEEF scholarship are finalized by the respective department of education of the province / territory / entity. These nominations are finalized as per guidelines provided by the PEEF.
- In case there is grievance regarding PEEF scholarships, all such applications will be forwarded to the provincial offices / DG Federal Directorate of Education & PBTE focal person. PEEF, if approached by the provinces / territory / entity, will assist the respective focal person in defining the scholarship policy and disbursement processes.
- The decisions of the respective provincial offices / DG Federal Directorate of Education & PBTE will be considered FINAL.
- In case a student or other stake holder submits an application for review of the decision, PEEF will forward the same for comments to the respective provincial (focal) office. On receipt of comments, the application will be forwarded to IRC. The Internal Review Committee comprises of;
 - Chief Executive Officer (CEO)
 - Chief Financial Officer (CFO)
 - Senior Manager Scholarships
- The IRC, headed by CEO, will review all the applications on merit and make the final decision regarding the matter.
- All the applications received will be reviewed within 30 days of receipt.