



## **INDIAN ARMY** **EDUCATION LOAN SCHEME**

### **> HIGHLIGHTS OF THE SCHEME:-**

- ❖ FOR SERVING PERS/ THEIR WARDS/ DEPENDENT SISTER PURSUING UNDER GRADUATE/ POST GRADUATE STUDIES IN GOVT RECOGNISED COLLEGES/UNIVERSITIES/INSTITUTIONS.
- ❖ UPPER LIMIT - Rs 10,00,000/-.
- ❖ INTEREST RATE - 7% P.A.
- ❖ EFFECTIVE ROI - 3.5 TO 3.8%.
- ❖ DURATION - MAX 5 YEARS OR SIX MONTHS BEFORE RETIREMENT (WHICHEVER IS EARLIER)
- ❖ REPAYMENT MODE - EMI (ECS MANDATE TO BEGIN WITH. LATER THROUGH CDA(O)/PAO(OR)
- ❖ CONCURRENT LOAN - LOAN CAN BE AVAILED FOR SECOND CHILD/ WARD SUBJECT TO REPAYING CAPACITY.
- ❖ SUBSEQUENT/TOP-UP LOAN FOR SAME WARD/ CHILD - APPLICANT CAN APPLY FOR A SUBSEQUENT TOP-UP LOAN DEPENDING UPON THE REPAYING CAPACITY. FRESH APPLICATION TO BE SUBMITTED.
- ❖ PART/FULL FORECLOSURE OF EDN LOAN FROM BANKS/ NBFC. - APPLICANT CAN APPLY FOR FORECLOSURE OF ALREADY TAKEN LOAN FROM BANKS/NBFC AS PER MAXIMUM AMOUNT PERMISSIBLE UNDER THIS SCHEME.
- ❖ COLLATERAL SECURITY - NIL
- ❖ MORATORIUM PERIOD - NIL

### **> DOWNLOAD APPLICATION FORM FROM:-**

<https://indarmy.nic.in/Site/NewsDetail/frmNewsDetails.aspx>

### **> FOR FURTHER DETAILS, CONTACT:-**

❖ E-MAIL – [agbrloansec@gmail.com](mailto:agbrloansec@gmail.com)

❖ ARMY TELE – 34499

❖ CIVIL TELE – 011-20863017

❖ ADDRESS -

EDUCATION LOAN SECTION  
ADJUTANT GENERAL'S BRANCH  
INTEGRATED HQ OF MoD (ARMY)  
ROOM NO 17B, WEST BLOCK-III  
RK PURAM, NEW DELHI-110066





## **INDIAN ARMY** **EDUCATION LOAN SCHEME**

### **COMMON MISTAKES OBSERVED IN APPLICATION FORMS**

➤ Following common mistakes have been observed while processing the application received to date:-

- ❖ **Countersignatures.** Applications are not being countersigned by CO even though the unit is being commanded by a CO. OC Unit can only countersign in case of an independent entity.
- ❖ **Details of Countersigning Authority.** Applicants are not submitting the details of countersigning authority like, name, e-mail address and contact number.
- ❖ **Non-submission of Other Loan Details.** Applicants in some cases have not submitted details of other loans with EMI, if taken.
- ❖ **Non-submission of Proof of Admission in College/Institutions** Applicants in some cases have not submitted course offer letter with duration as proof of Admission from the concerned College/Institute.
- ❖ **Non-submission of Proof of Expenditure** Applicants having incurred expenses towards Laptops, Books etc are not submitting proof of purchase.
- ❖ **Hostel Expenditure.** Applicants are not submitting hostel expenditure fees receipt nor rental/lease agreement in case of staying under private arrangements.
- ❖ **Non-submission of College Fee Breakdown** Applicants in some cases have not submitted fee structure from college/Institute where admission granted.
- ❖ **Non-submission of copy of CIBIL Score.** Applicants in some cases have not submitted copy of CIBIL score.
- ❖ **Non-submission of 06 x Post-dated cheques.**
  - (i) Applicants in some cases have not submitted 06 x post-dated cheques of DSP account duly signed in favour of "Army Central Welfare Fund (Education Loan Section)".
  - (ii) Applicants in some cases have submitted post-dated cheques issued by their previous bank branch. Cheques should only be from applicant's present branch where salary credited.
- ❖ **Submission of NACH Mandate Form.** Applicants are required to fwd NACH mandate form duly signed at Ser No 1 (Signature of Primary Account Holder) only, and no other details are required to be filled in the form.

Serial No. ....

# EDUCATION LOAN

SE N



## AG'S BRANCH

# EDUCATION LOAN

### APPLICATION FORM – OFFRs, JCOs/OR

IC/JC/Army No \_\_\_\_\_ Old Army No \_\_\_\_\_

Rank \_\_\_\_\_ Name \_\_\_\_\_  
(in capital letters)

Mobile No \_\_\_\_\_ E-Mail \_\_\_\_\_

Serving with full Address \_\_\_\_\_

\_\_\_\_\_ Parent Unit \_\_\_\_\_  
(In case of Staff/ERE/Deputation)

Permanent Home Address \_\_\_\_\_

\_\_\_\_\_

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**(NOT TO BE SUBMITTED WITH APPLICATION FORM)**

### **HIGHLIGHTS OF THE SCHEME**

1. **UPPER LIMIT** - **Rs 10,00,000/-.**
2. **INTEREST RATE** - **7% P.A.**
3. **EFFECTIVE ROI** - **3.5 TO 3.8%.**
4. **DURATION** - **MAX 5 YEARS OR SIX MONTHS BEFORE RETIREMENT (WHICHEVER IS EARLIER)**
5. **REPAYMENT MODE** - **EMI (ECS MANDATE TO BEGIN WITH, LATER THROUGH CDA(O)/PAO(OR))**
6. **Following options available for availing Education Loan:-**
  - (a) **Fresh Applicant**
  - (b) **Applying for Follow-up/Top up Loan.**
  - (c) **For refinancing an existing loan availed from Banks/NBFC.**

### **WEB VERSION OF APPLICATION FORM AVAILABLE ON THE FOLLOWING LINK:-**

<https://indianarmy.nic.in/Site/FormTemplate/frmTempSimple.aspx?MnId=RVIKLEI1K4SzyRjmRX9cENRoQo2PqmfQcLJN67tsg8=&ParentID=Vn083jt7vbB5N4KyeucyMQ==&flag=8CKP966uzg96kLov0aWdfQ==>

**(NOT TO BE SUBMITTED WITH APPLICATION FORM)**



### ELIGIBILITY CONDITIONS

1. Following are eligible:-
  - (a) Serving Personnel ( Re-employed are not eligible).
  - (b) Wards of Serving Personnel.
  - (c) Dependent Sister.
2. Loan can be taken for Govt Recognised Colleges/Universities/Institutions for under Graduate/Post Graduate/ Professional Studies/Course.
3. Quantum of loan is based on repaying capacity, residual service and fee structure schedule of College/Universities/Institutions.
4. Loan will be disbursed in one instalment in case the total fees is equal or more than Rs 10 lakhs.
5. Loan is admissible for higher education in India as well as abroad.
6. In case of retirement/release/invalidment of the member before repayment of the loan, the outstanding amount together with due interest is to be refunded by the borrower well in time failing which, it would be recovered in one lump sum out of his survival/retirement benefits etc with interest.
7. In the event of death while in service, the outstanding balance thereon would be recovered from the survival benefits, admissible to Next of Kin.
8. In case of deputation, outstanding balance of loan must be refunded to ELS before going on deputation.


**INSTRUCTIONS FOR SUBMISSION OF APPLICATION FORM  
(TO BE DETACHED AND SUBMITTED BY APPLICANT)**

**Instructions/Guidelines for Filling**

1. Application to be filled in **BLOCK CAPITALS**.
2. **If being handwritten, please use black ball point pen for filling**
3. Tick boxes where applicable.
4. Attach relevant documents wherever indicated.
5. All serials to be filled. Application likely to be rejected if left blank.
6. Filled application form to be sent by registered post to **AGs BRANCH EDUCATION LOAN SEC, ROOM No 17B, WEST BLOCK III, RK PURAM, NEW DELHI-110066**
7. The application form is to be clearly filled in single copy after ensuring eligibility for loan as per rules. Cross out all the words which are not applicable.
8. Officer should mentioned their earlier SS/MS personnel numbers and Old Army No must be filled by all SC/SL Officers & JCOs. In case the old Army No is left vacant the application will be returned back.
9. Maximum permissible Education Loan is Rs 10 lakh only.
10. The application is required to be countersigned by CO/OC Unit/Director concerned (If posted in IHQ of MoD (Army)).
11. EMI once fixed will not be changed.
12. **Commissioning to Officer from JCOs/OR.** On commissioning to Officer from JCOs/OR, Education Loan Sec will be intimated for updation of record.
13. The term OC unit denotes OC of an independent self accounting unit only and not a sub unit Commander of a Major Unit.
14. The rate of interest will be 7% per annum.
15. **Mode of Disbursement.** Through NEFT. Payment will be made only on receipt of a cancelled cheque alongwith complete Bank address, Account Number, IFS Code and MICR Code.
16. **Payment/Deduction of EMI.** The EMI for repayment of the principal and interest on loan once fixed will not be altered. Till mandate for deduction of EMI through CDA(O)/ PAO(OR) is not received from the Government, EMIs will be deducted through ECS mandate. Applicant to submit ECS mandate form from his/her salary bankers along with six signed crossed blank cheques in favour of ACWF (ELS) leaving the amount and dates blank.
17. **Documents to be enclosed alongwith Application Form.** All the documents will be enclosed as per check list.
18. Application form should be forwarded under unit **covering letter**.

**(NOT TO BE SUBMITTED WITH APPLICATION FORM)**

**CHECKLIST OF DOCUMENTS TO BE SUBMITTED ALONGWITH THE APPLICATION**

<b><u>Ser No</u></b>	<b><u>Action/ Documents</u></b>	
1.	Self attested copy of PAN Card of Applicant	
2.	Self attested copy of AADHAR Card of Applicant	
3.	Self attested copy of AADHAR Card of Ward	
4.	Self attested copy of Residence Proof if other than AADHAR Card	
5.	Copy of Part II order of Ward	
6.	Self attested copies of mark sheets from class XII onwards of wards	
7.	Self attested copy of latest pay slip	
8.	Self attested copy of Admission Letter of College/University/ Institution where admission is being sought	
9.	Copy of letter showing Breakdown of Fee/ Expenditure where admission being sought	
10.	Documents evidencing duration of course of commencement thereof, viz. Prospectus or Certificate from the competent authority of the Institution	
11.	If applying for Concurrent Loan, (give details of previous loan taken over for other child/ward)	
12.	If applying for Subsequent/Top-up loan for same ward (give details of previous loan)	
13.	If applying for Foreclosure of Edn Loan from Banks/NBFC (give full details of bankers, loan amount, EMI and current balance alongwith copy of loan agreement/loan sanction letter)	
14.	Copy of CIBIL Score (not older than 03 months)	
15.	Six post dated crossed cheques duly signed by account holder in favour of <b>“Army Central Welfare Fund (Education Loan Section)”</b> . (Leave the date and bank amount blank).	
16.	NACH mandate form duly signed by the indl concerned. (The signatures should match with DSP Acct)	



## LOAN APPLICATION FOR OFFRS AND JCOS/OR

### PARTICULARS OF APPLICANT

1. IC/JC/ Army No -  
(Note: whichever applicable)
2. Rank -
3. Full Name -
4. Date of Commission/  
Enrolment -
5. Date of Birth -
6. Extn Gtd/ Not Gtd -
7. Date of Retirement -  
(In present rank)
8. Present Unit/ Parent unit -  
(If on ERE both the units to be mentioned)
9. Formation -  
(mention immediate and superior Formation HQ)
10. CDA(O)/PAO -  
(mention relevant paying authority)
11. CDA(O) Acct No -  
(In case of Offr)
12. PAN Card No -
13. Aadhar Card No -
14. Permanent Address -  
(Attach proof of residence Aadhar/  
Voter ID/ First page bank pass book)
15. Mobile No -  
(Should be linked with Bank account)

Latest PP Size  
photo of  
applicant duly  
attested by  
CO/OC

Latest PP Size  
photo of ward  
duly attested  
by CO/OC

16. Email Address -  
(Mandatory)

2

17. **Details of Bank Account.** (Salary Account details to be submitted)

- (a) Account No -  
(b) IFSC Code -  
(c) Branch Address -

(Attach cancelled cheque)

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**KYC DETAILS: STUDENT ( for whom loan being applied)**

18. Name (in full) -

19. Gender -

20. Date of Birth -

(Attach self attested copy of Part 2 order)

21. Relationship with Applicant -

22. Mobile No -

23. Email address -

24. Identification Proof -

(Self attested copy of PAN Card/Aadhar Card/Voter I Card/Passport/DL)

25. Education qualification -

(Attach self attested marksheet)

**FINANCIAL DETAILS OF APPLICANT**

26. Salary details -

(attach latest pay slip)

27. Current Loans (if any) -

(if Yes, please give details of loan taken, amount, source and EMI)

28. Any other source of Income-

(Please indicate amount and source)

29. Details of Movable and -

Immovable property held  
in the name of the Applicant  
(Give details of Cash in bank, FDs, Shares  
and debentures, DSOPF/AFPF, Immovable  
property etc)

3

## **LOAN REQUEST**

30. Type of loan request - **Fresh loan/Concurrent loan/  
(✓ Tick type of Loan) Top-up loan/Foreclosure of  
Edn Loan taken from  
Banks/NBFC.**

## **DETAILS OF THE COURSE/STUDY (FOR WHICH LOAN BEING APPLIED)**

**(submit copy of admission letter with breakdown of expenditure)**

31. Name of the Proposed Course of Study -
32. Name of the Institution, University, Country -
33. Reasons for selection of Institution / University -
34. Ranking of the Institution or course -
35. Duration of course /study -
36. Date of commencement of course -
37. Whether applying for a concurrent loan for -  
Second child/ward (if, yes give details of previous  
Loan amount, source and EMI)
38. Whether applying for Subsequent/Top-up loan -  
for same ward (if yes, give details of previous  
loan amount, EMI and date of sanction)
39. Whether applying for Foreclosure of Edn Loan -  
taken from Banks/NBFC (if yes, give details of  
loan i.e taken over from, amount, ROI, EMI and  
current balance of loan amount alongwith copy of  
loan agreement/ sanction letter)
- 40.

<b>Cost of the Course</b>		<b>Source</b>	
(a) Tuition fees		(a) Details of non repayable studentship / fellowship, etc. available to the Student	
(b) Essential Books, Stationery, equipments,		(b) Details of repayable studentship / fellowship, etc. available to the Student	
(c) Examination Fees		(c) Details of funds available from own and family sources for the course	
(d) Maintenance		(d) <b>Amount of loan applied for</b>	

Expenditure			
(e) Miscellaneous			
<b>TOTAL (SHOULD TALLY WITH COST)</b>		<b>TOTAL (SHOULD TALLY WITH COST)</b>	

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### DECLARATION

I, No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ hereby apply for a loan from AGs Branch Education Loan Section to the extent indicated in the Loan Request Section of this application form. I declare that the foregoing particulars and information furnished in this application form are true, accurate and complete and that they shall form the basis of any loan AGs Branch Education Loan Section may decide to sanction to me. I confirm that I have no insolvency proceedings against me. Nor have, I been adjudicated insolvent. I further confirm that I have read the terms and conditions and understood the contents therein. I am aware that the Equated Monthly Installment (EMI) will comprise Principal and Interest based on Fixed Interest Rate of 7% per annum compounded annually.

I agree that AGs Branch Education Loan Section may at its discretion conduct discreet inquiries in respect of this application. I undertake to inform as to any change in my occupation / employment, Salary Bank Account, Residential Address and to provide any further information that the AGs Branch Education Loan Section may require. AGs Branch Education Loan Section will be at liberty to take such action as it may deem necessary if my above statements are found to be untrue. I agree that AGs Branch Education Loan Section shall have the sole discretion to reject / reduce loan amount / loan application without assigning any reason thereof.

I ALSO GIVE MY CONSENT TO (mention your Bank Account No and Name of Bank where salary is credited) DEDUCT THE EMI DIRECTLY FROM MY BANK ACCOUNT. ANY ACTION OF MINE TO WITHDRAW THE STANDING INSTRUCTION WILL INVITE PENALTY AS ADJUDICATED BY AGs BRANCH EDUCATION LOAN SECTION. **(ECS MANDATE FORM FOR DEDUCTION OF EMI FROM BANK ACCOUNT ENCLOSED ALONG WITH SIX POST DATED SIGNED CHEQUES)**

**I further declare that I will not change my Salary Bank Account without obtaining NOC from Education Loan Section.**

\_\_\_\_\_  
(Signature of Student)

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



**COUNTERSIGNED BY CO/OC UNIT**

Certified, that I have perused the application and the details furnished by the applicant are true to the best of my knowledge.

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**UNDERTAKING BY NO                      RANK                      NAME**  
**OF UNIT                      TO SET-OFF OUTSTANDING EDUCATION LOAN AMOUNT**  
**OUT OF MATURITY BALANCE DUE FROM ARMY GROUP INSURANCE FUND**

I, No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ Unit \_\_\_\_\_

hereby voluntarily permit and authorize Army Central Welfare Fund (Education Loan Section) and Army Group Insurance Fund to set-off outstanding education loan and interest amount out of maturity balance due from Army group Insurance Fund in the event of my becoming non-effective in Indian Army for any reasons.

Signature of Applicant \_\_\_\_\_

Date :

Unit :

Signature of NOK \_\_\_\_\_

Name \_\_\_\_\_

Relation \_\_\_\_\_

Age \_\_\_\_\_

**COUNTERSIGNED BY HEAD OF THE DEPARTMENT**

Date :

Unit Stamp :

COUNTERSIGNED BY COIC UNIT

Certified that I have perused the application and the details furnished by the applicant are true to the best of my knowledge.

UNDERSTANDING BY ME  
TO SET OFF OUTSTANDING EDUCATION LOAN AMOUNT  
OUT OF MATURITY BALANCE DUE FROM ARMY GROUP INSURANCE FUND

I No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ Unit \_\_\_\_\_  
I hereby voluntarily permit and authorize Army Central Welfare Fund (Education Loan Section) and Army Group Insurance Fund to set off outstanding education loan and interest amount due of maturity balance due from Army Group Insurance Fund in the event of my becoming non-effective in Indian Army for any reason.

Signature of Applicant \_\_\_\_\_  
Signature of HOK \_\_\_\_\_  
Date \_\_\_\_\_  
Unit \_\_\_\_\_  
Name \_\_\_\_\_  
Relation \_\_\_\_\_  
Age \_\_\_\_\_

COUNTERSIGNED BY HEAD OF THE DEPARTMENT

**IndusInd Bank** UMRN  Date

Tick ( ) Sponsor Bank Code **INDB0000098** Utility Code **NACH00000000058455**

I/ We hereby authorize **ARMY CENTRAL WELFARE FUND (EDUCATION LOAN SECTION)** to debit (tick ) ☐ SB/CA/CC/SB-NRE/SB-NRO/OTHERS

Bank A/C Number

With Bank  IFSC  or MICR

an amount of Rupees  ₹

FREQUENCY ☐ Mthly ☐ Qtrly ☐ H - Yrly ☐ Yrly ☐ As and when presented DEBIT TYPE ☐ Fixed Amount ☐ Maximum Amount

Reference 1  Ph. / Mob. No.

Reference 2  Email ID

I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the Bank.

PERIOD

From  To

Signature of Primary Account Holder Signature of Account Holder Signature of Account Holder

Or ☐ Until Cancelled 1 Name as in bank records 2 Name as in bank records 3 Name as in bank records

This is to confirm that the declaration has been carefully read, understood and made by me/us. I am authorizing the User entity / Corporate to debit my account, based on the instructions as agreed and signed by me.

I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / Corporate or the Bank where I have authorized the debit.

**IndusInd Bank** UMRN  Date

Tick ( ) Sponsor Bank Code **INDB0000098** Utility Code **NACH00000000058455**

I/ We hereby authorize **ARMY CENTRAL WELFARE FUND (EDUCATION LOAN SECTION)** to debit (tick ) ☐ SB/CA/CC/SB-NRE/SB-NRO/OTHERS

Bank A/C Number

With Bank  IFSC  or MICR

an amount of Rupees  ₹

FREQUENCY ☐ Mthly ☐ Qtrly ☐ H - Yrly ☐ Yrly ☐ As and when presented DEBIT TYPE ☐ Fixed Amount ☐ Maximum Amount

Reference 1  Ph. / Mob. No.

Reference 2  Email ID

I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the Bank.

PERIOD

From  To

Signature of Primary Account Holder Signature of Account Holder Signature of Account Holder

Or ☐ Until Cancelled 1 Name as in bank records 2 Name as in bank records 3 Name as in bank records

This is to confirm that the declaration has been carefully read, understood and made by me/us. I am authorizing the User entity / Corporate to debit my account, based on the instructions as agreed and signed by me.

I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / Corporate or the Bank where I have authorized the debit.

**IndusInd Bank** UMRN  Date

Tick ( ) Sponsor Bank Code **INDB0000098** Utility Code **NACH00000000058455**

I/ We hereby authorize **ARMY CENTRAL WELFARE FUND (EDUCATION LOAN SECTION)** to debit (tick ) ☐ SB/CA/CC/SB-NRE/SB-NRO/OTHERS

Bank A/C Number

With Bank  IFSC  or MICR

an amount of Rupees  ₹

FREQUENCY ☐ Mthly ☐ Qtrly ☐ H - Yrly ☐ Yrly ☐ As and when presented DEBIT TYPE ☐ Fixed Amount ☐ Maximum Amount

Reference 1  Ph. / Mob. No.

Reference 2  Email ID

I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the Bank.

PERIOD

From  To

Signature of Primary Account Holder Signature of Account Holder Signature of Account Holder

Or ☐ Until Cancelled 1 Name as in bank records 2 Name as in bank records 3 Name as in bank records

This is to confirm that the declaration has been carefully read, understood and made by me/us. I am authorizing the User entity / Corporate to debit my account, based on the instructions as agreed and signed by me.

I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / Corporate or the Bank where I have authorized the debit.

