

Application for issuance of letter for scholarship/discount for VMA student

The Higher Education Committee  
Vanthali Memon Association  
Karachi

Dear Sir,

**Re: Request for issuance of reference letter**

I am intending to register myself with\_\_\_\_\_ for study of \_\_\_\_\_ Therefore, it is requested to kindly issue a reference letter to allow me to approach above institute for scholarship/discount as a student of VMA.

**I give below my basic details for your kind consideration**

Name\_\_\_\_\_ Father/Husband Name\_\_\_\_\_ Surname\_\_\_\_\_

Date of Birth\_\_\_\_\_ VMA card No.(Self)\_\_\_\_\_ VMA Card No. (Father)\_\_\_\_\_

NIC No. (Self)\_\_\_\_\_ Contact No. (Self)\_\_\_\_\_ Contact No. Parents\_\_\_\_\_

**Undertaking of Student and his/her parents**

1. I/we hereby declare that the information given above is true and correct.
2. As a student, I hereby undertake that I will obey all regulations, directives and SOPs of the education institute where I requesting for admission.
3. I/we hereby undertake that all fees and charges of the institute will be paid by me/us on its due date.
4. I/we also intimate VMA in case of leaving the institute before completion of the period for any reason whatsoever.
5. I/we understand that VMA will not be responsible in case support of scholarship/discount withdraws by the institute at any time before completion of the degree.

Signature of Student\_\_\_\_\_

Signature of Parent\_\_\_\_\_

Date\_\_\_\_\_