



# ANJUMAN WAZIFA SADAT O MOMINEEN

P.O. BOX 844 | HICKSVILLE, NY 11801 | 877.297.6662

## APPLICATION CHECKLIST

### NEW APPLICANT

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- Official transcript from the School / College last attended, clearly specifying the grades secured and the scholastic achievements.
- Promissory Note duly filled in and notarized, guaranteed by a member of the Anjuman who has been a member of the Anjuman for at least one year and is in good standing having paid the current year's membership dues. The guarantor should be in a position to pay back the loan in case of default by the student.
- Official letter of admission from the Educational Institution indicated in the application.
- Two passport sized photographs taken within the last 6 months.
- Copy of Social Security Card.
- Copy of Driver's License.
- Proof of legal status in the United States: (a) For US citizens, proof of citizenship (b) For permanent residents, copy of Green Card (c) For foreign students, copy of valid student visa.
- Signed statement by the Student confirming that he / she is a practicing Muslim of Jafari Faith. This should be authenticated by the Islamic Center / Imambargah generally frequented by the Applicant.
- The previous year's Federal Tax returns of both parents as well as the student.
- Billing statement of Student's Account from the Educational Institution clearly specifying annual expenses, and any grants, scholarships, and loans made available to the student.

### CONTINUITY APPLICANT

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- Official transcript from the School / College last attended, clearly specifying the grades secured and the scholastic achievements.
  - Promissory Note duly filled in and notarized, guaranteed by a member of the Anjuman who has been a member of the Anjuman for at least one year and is in good standing having paid the current year's membership dues. The guarantor should be in a position to pay back the loan in case of default by the student. See the Promissory Note form.
  - The previous year's Federal Tax returns of both parents as well as the student.
  - Billing statement of Student's Account from the Educational Institution clearly specifying annual expenses, and any grants, scholarships, and loans made available to the student.
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## APPLICATION TERMS & CONDITIONS

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1. Directors and Executives of the Anjuman and Parents of applicants cannot guarantee the loan and stand surety for loan applicants.
2. Any member who wants to stand surety for an applicant (i.e., act as Guarantor) must have been a member of the Anjuman for the most recent 12 months, and the current year membership dues must have been paid prior to signing the promissory note.
3. Members in good standing can stand surety for only one applicant at a time. In case of violation of this rule all the applicants sponsored by such member may be denied loans.
4. A Guarantor cannot stand surety for more than \$32,000 i.e., the cumulative liability of the guarantor should not be more than this amount at any given time.
5. The loan shall not exceed:
  - \$3,000 per semester for undergraduate students (up to a max of \$24,000 per student)
  - \$4,000 per semester for graduate students (up to a max of \$16,000 per student)
6. The grant of loan is at the sole discretion of the Anjuman and the Anjuman is at liberty to make public the names of the loan recipients.
7. All checks are issued in the name of the Educational Institution on behalf of the student and should not, under any condition, be endorsed or deposited in any other account.

I hereby certify that all the information I have provided in my application form is true and complete to the best of my knowledge and based on the checklist and terms & conditions outlined above. I hereby authorize the Anjuman and its officers to review any and all documents at their discretion to evaluate this loan application. I understand that the Anjuman's decision to approve or reject this application will be final.

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Student's Signature

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Father's Signature

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Mother's Signature

\_\_\_\_\_  
Date