

CHECKLIST OF IMPORTANT DOCUMENTS

A) Along with the Form

1.

Self-Attested copy of valid Residence Certificate (15 years)

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2.

Self-Attested copy of Birth Certificate.

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3.

Self-Attested copy of parents Income Tax returns of the Financial year 2022-23
(Assessment Year2023-24) or family income certificate issued by competent authority
in case of others.

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4.

Original Affidavit of unemployed parents as per GEDC Formats / Self
Attested Pension Certificate (s) of retired parents of Financial year 2023-24.

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5.

Self-Attested copy of mark sheets of Std X

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6.

Self-Attested copy of mark sheets of Std XII

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7.

Self-Attested copy of mark sheets of Diploma, Graduation, PG

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8.

Self-Attested copy of proof of admission (foreign studies).

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9.

Self-Attested copy of Fee Receipt for the academic year 2023-24

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10.

Original Bonafide Certificate issued by the college for the year 2023-24 along with
year wise fee structure depicting the Tuition fees, Development fees & Lab fees / details
for the entire course.

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11.

Original Power of Attorney on Rs. 500/- Stamp paper & duly Notarised in the
name of a working parent (in case of studies outside Goa) as per GEDC Formats.

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12.

Self-Attested copy of Valid Caste Certificate.

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13.

Self-Attested copy of Death Certificate of Deceased parents.

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14.

Self-Attested copy of Bonafide Certificate of sibling for the Academic Year 2023-
24 (in case of sibling pursuing higher studies)

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15.

Self-Attested copy of Student's Bank Passbook cover page Xerox with the Account
details (A/c No. for Electronic Transfer) with IFSC Code or Cancelled cheque.

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16.

The form along with all documents to be submitted in a hard cover office file

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17.

Self-Attested copy of Aadhaar Card.

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18.

Aadhaar Consent form.

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19.

Course / Institute Recognition or University Ranking in Abroad country.

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20.

Previous Education in Goa.

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21.

15 years residence certificate of both parents in case previous course was outside
Goa.

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B) After Sanction

- 1) Bond paper worth 1.6% of the amount sanctioned.
- 2) Affidavit on Rs. 100 stamp paper
- 3) House tax I Form I & XIV I sale Deed /Govt. Servant ID Proof / Salary Certificate
- 4) Pre-receipt
- 5) Processing fees receipt copy.
- 6) Adhaar card of surety (self-attested).