



# Application Form SC & HSC EXAMINATION LOAN SCHEME

MES/02  
01/08/2024

(5% Interest Rate)

The EWF reserves the right to reject any application not satisfying all the requirements.  
Incomplete form will not be accepted.

FORM NO. \_\_\_\_\_

DATE OF APPLICATION: \_\_\_/\_\_\_/\_\_\_

## PART I DETAILS OF APPLICANT

Surname: \_\_\_\_\_  Mr.  Mrs.  Miss  Married  Single Maiden Name: \_\_\_\_\_  
Name: \_\_\_\_\_ N.I.C No 

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Address (as per Proof of Utility Bill): \_\_\_\_\_  
Tel: \_\_\_\_\_ (Home) \_\_\_\_\_ (Office) \_\_\_\_\_ (Mob) Email: \_\_\_\_\_

## PART II DETAILS OF EMPLOYMENT

Name of Employer: \_\_\_\_\_  
Address of Employer: \_\_\_\_\_  
Occupation: \_\_\_\_\_  Permanent  Contractual  Temporary No. of years in service: \_\_\_\_\_  
Salary: Rs \_\_\_\_\_

## PART III STUDENT / WARD DETAILS

Surname: \_\_\_\_\_  Male  Female  
Name: \_\_\_\_\_ N.I.C No 

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Tel No: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Name of College / Institution: \_\_\_\_\_

## PART IV DETAILS OF EXAMINATION LOAN (Attached evidence from College/Institution)

Fees to be paid: Rs \_\_\_\_\_  
 Cheque in favour of college / institution  Directly to Mauritius Examinations Syndicate  
Have you any previous loan with EWF?  Yes  No  
If Yes, please indicate which loan, amount and date contracted \_\_\_\_\_

### Undertaking

I acknowledge having contracted a SC / HSC examination loan to finance the examination fees of my ward as described in Part III & IV above and undertake to repay the loan by equal monthly and consecutive instalments of Rs \_\_\_\_\_ in \_\_\_\_\_ months; each such instalment shall be calculated as per the table of the Fund and shall represent an instalment of the principal amount and of interest rate at 5% p.a. and shall be paid on the last day of each month.

Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

### FOR OFFICE USE ONLY

Details of any previous loan: \_\_\_\_\_ Amount due (if any): \_\_\_\_\_  
Arrears (if any): \_\_\_\_\_ Verified by: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**PART V** **DETAILS OF GUARANTOR (NOTE: SPOUSE CANNOT ACT AS GUARANTOR)**

Surname: \_\_\_\_\_ Mr. Mrs. Miss  Married Single Maiden Name: \_\_\_\_\_  
Name: \_\_\_\_\_ N.I.C No 

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Address (as per Proof of Utility Bill): \_\_\_\_\_  
Tel: \_\_\_\_\_ (Home) \_\_\_\_\_ (Office) \_\_\_\_\_ (Mob) Email: \_\_\_\_\_  
Occupation: \_\_\_\_\_ Permanent Contractual Temporary No. of years in service: \_\_\_\_\_  
Name & Address of Employer: \_\_\_\_\_ Salary: Rs \_\_\_\_\_  
Have you ever guaranteed any other applicant?  
Yes No If Yes, please give details \_\_\_\_\_

**UNDERTAKING**

As guarantor, I shall bind myself jointly and in solido to repay in full to the Employees' Welfare Fund, through Salary Deduction Authority / Bank Standing Order, any amount which may be due to the Fund in respect of the loan and the interest thereon, should the borrower fail to honour his/her commitment immediately when it becomes due or otherwise fail to repay the said loan in terms of the agreement signed with the Fund. I agree to stand as sole guarantor. Please write in words and figures \*starting with "Good for the sum of rupees" and in your own handwriting the amount of loan applied for.

Amount in figures: Rs \_\_\_\_\_

Amount in words: Rs \_\_\_\_\_

Guarantor's Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**PART VI** **APPLICANT AND GUARANTOR**

- 1) We are fully aware of the provisions applicable under the Data Protection Act. The purpose of data collection is to process the loan. We consent that you use, update and process the data and keep the details given to you in a database. It is mandatory to provide data, else the EWF will not process the loan.
- 2) We authorise the Fund to make necessary enquiry from the Mauritius Credit Information Bureau (MCIB) regarding any loan facilities previously granted to us by any financial institution in Mauritius and to provide the MCIB with relevant information on the present loan facilities. The loan amount approved will be based on our credit profile.
- 3) We undertake to immediately inform the EWF in writing in case of any changes in the personal data provided above.
- 4) We are also fully aware in case we provide falsified/forged information/documents, the EWF reserves the right to report the matter to the competent authorities as it deems necessary.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_ \_\_\_/\_\_\_/\_\_\_

Guarantor's Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_ \_\_\_/\_\_\_/\_\_\_

**PART VII****SC & HSC EXAMINATION LOAN SCHEME**

List of compulsory documents required (copy &amp; original)

Incomplete forms or forms not accompanied by necessary documents will not be accepted

<b>REQUIREMENTS FOR APPLICATION</b>		<b>Requested</b>	<b>Verified</b>
1	Statement of NSF Contributions for Private & Parastatal employees (Available at any Social Security Office). <b>(At least 12 months NSF Contribution for Current Job)</b>		
2	Letter or Certificate of employer/company/ministry stating that you are in a <b>permanent &amp; pensionable post, date joined in</b> , not under report, not on leave without pay, <b>seal of company (Valid for 1 month)</b> as per <b>Format attached</b>		
3	Payslip of Applicant ( <b>Recent</b> ); For other fixed revenue -6 months' consecutive pay-slips/ <b>e-payslip with seal, certified correct &amp; signature</b>		
4	Identity Card for applicant and Student (if applicable) - Recto Verso		
5	Birth certificate for Applicant and Student		
6	Marriage certificate (if applicable) - <b>(A4 format)</b>		
7	Proof of address ( <b>Recent CWA/CEB Utility Bill/Mauritius Telecom</b> ) <b>not more than 3 months old in the name of applicant. (To submit Proof of Address as per Application Form)</b>		
8	Bank account number for disbursement (If repayment is through Bank Standing Order, to provide <b>Recent Bank Statement with seal where salary is credited</b> )		
9	Proof from College for fees to be paid		
<b>REQUIREMENTS FOR GUARANTOR</b>		<b>Requested</b>	<b>Verified</b>
1	Letter or Certificate of employer/company/ministry stating that you are in a <b>permanent &amp; pensionable post, date joined in</b> , not under report, not on leave without pay, <b>seal of company (Valid for 1 month)</b> as per <b>Format attached</b>		
2	Payslip of Guarantor ( <b>Recent</b> ); For other fixed revenue -6 months' consecutive pay-slips/ <b>e-payslip with seal, certified correct &amp; signature</b>		
3	If repayment is through Bank Standing Order, to provide <b>Recent Bank Statement with seal where salary is credited</b>		
4	Proof of address (Recent CWA/CEB Utility Bill/Mauritius Telecom) <b>not more than 3 months old in the name of Guarantor. (To submit Proof of Address as per Application Form)</b>		
5	Marriage certificate for Guarantor (if applicable) - <b>(A4 format)</b>		
6	Identity Card for Guarantor - Recto Verso		
7	Letter or Certificate of employer/company/ministry stating that you are in a <b>permanent &amp; pensionable post, date joined in</b> , not under report, not on leave without pay, <b>seal of company (Valid for 1 month)</b> as per <b>Format attached</b>		

**IMPORTANT NOTES FOR APPLICANT**

1. **Only members of NSF, not receiving any grant or loan facilities are eligible for the SC & HSC Examinations Loan Scheme**
2. **No moratorium on loan**
3. **Period of reimbursement will be for a maximum of 24 months**

<b>OFFICE USE ONLY</b>		
<b>RECEPTION</b>	<b>ADMINISTRATION</b>	
Application taken By: _____	Input By: _____	Examined By: _____
Date: ___/___/___	Date: ___/___/___	Date: ___/___/___
Comments: _____	Comments: _____	Comments: _____
Signature: _____	Signature: _____	Signature: _____