Online Application Form
For
USAID-funded Merit and Needs Based Scholarship Program

Main steps:

• Type http://eportal.hec.gov.pk in your browser like Firefox, Google Chrome, internet explorer

• Create an account (Register on HEC Portal)
  o Verify SMS Code
  o Verify Email Code

• Login with the CNIC and Password

• Create Profile
  o Personal Information
  o Academic information
  o Other details

• Apply for Scholarship(USAID-MNBS)
- Type [http://eportal.hec.gov.pk](http://eportal.hec.gov.pk) and Click “Register” on below screen

- Create an Account
- Choose Your Nationality, Enter CNIC without "Dashes", Set & Confirm Password

- Choose Country Code and type your cell no without zero "0"
- Click "Send Code"
- You will receive message on screen "Code Sent to Cell Number Successfully"
- If code not received on Cell Number Click "Resend Code"
- Enter Code and click “Verify Number”

- You will receive “SMS Code Verified Successfully”
- Enter “Primary Email” and click “Send Code”
- You will receive message “Code sent to email successfully”
- Open email and type Number and click “Verify Email”
Email received
You will receive a message “Email Code verified successfully”
Login successful

Primary Cell / Mobile number *

+92 3007258888

SMS Verification Code *

31403

SMS code verified successfully

Primary Email *

fabbas@hec.gov.pk

Email Verification Code *

59961

Email code verified successfully

Submit Cancel
• Enter “Captcha Code”

• Enter Captcha Code as in below screen and click “Submit”
• You will receive a message as in below screen

• Email Received
Please Login with CNIC and Password as below and click “Sign In”
• If you forget password, please click "Forget Password" on above screen

• This is “My profile” screen. It consists of 11 Tabs

• Click each Tab on eby one and fill the relevant fields
You can add additional Contact also by clicking “+” sign below the “Contact”

It will also require code verification, Click “Send Code”

Enter code and click “Add”
● New Email Added

● “Education” Tab contains Qualification Level
- Click "+" sign and insert first level
• Click “Add/Update to List”

• If you want to Edit the information under “Education”, Click the Circular Button on the left side of the updated Qualification Level as in below screen
<table>
<thead>
<tr>
<th>Qualification Level</th>
<th>Program Title</th>
<th>Discipline</th>
<th>Obtained Marks/CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secondary School Certificate / Matriculation / O-level</td>
<td>Matric</td>
<td>Science</td>
<td>50.00</td>
</tr>
</tbody>
</table>

Click to Add
Higher Education Commission, Pakistan
Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan

My Profile

Tell Us About Your Education!

Please enter your qualifications in reverse order (Chronological order).
Please select "Add Update" to list button after adding information to save the record.

Qualification Details
- Qualification Level: Secondary School Certificate / Matriculation / G - level
- Program Title: Metric
- Discipline: Science
- Obtained Marks / CGPA: 600.00

Degree/Certificate Details
- Education System: Annual
- Start Date: 1 April 1990
- End Date: 31 March 1992

Academic Performance Details
• Add information under all Tabs
• **How to Apply for USAID Scholarship**

  o When you complete Profile and Click "Save & close", you will see the below screen

  ![Screenshot of Higher Education Commission, Pakistan dashboard](image)

  ![Screenshot of Higher Education Commission, Pakistan dashboard](image)

• **Click “Scholarship and Grants”**

  ![Screenshot of Higher Education Commission, Pakistan dashboard](image)
- Click Merit and Need Based Scholarship Program
- You will see the below screen
- Click Application Form

Below screen will be displayed and click “Yes/No” for AJK/Pakistani
Higher Education Commission, Pakistan
Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan

USAID Scholarship

Questionnaire

Please read the following statements carefully. It is mandatory to answer all the questions otherwise application will not be entertained.

<table>
<thead>
<tr>
<th>Statements</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you Pakistani / A/N National?</td>
<td></td>
</tr>
</tbody>
</table>

USAID Scholarship Form

Guideline: Scholarship is based on assessment of need and merit as well as availability of funds. Selection will be decided on the basis of information provided in this form and investigations for the authenticity of provided information. Candidate may be required to appear for interview.

INSTRUCTIONS FOR FILLING OUT THE SCHOLARSHIP APPLICATION FORM:

1. Fill the form using black ballpoint pen and fill in all spaces between words.

2. Read the application form carefully.

3. Before filling the original form make photocopy and fill it first.

4. Submit fully completed application form to the Financial Aid Office along with supporting documents.

5. Furnish factual, comprehensive and authentic information in the form.

6. Whoever in doubt or lost, seek help from the Financial Aid Office.

7. Check your application for spelling, grammatical errors and factual oversight.

8. Keep a photocopy of the filled-in original application form for your record.

9. Ensure that you have attached all the required documents by putting a tick mark in checklist.

10. Answer all questions. Questions not applicable should be marked “NA”.

11. Affidavits need to be submitted after final selection of the candidate. For family financial reporting, parents/guardian may be consulted for guidance.

Definitions:

Family: Father, mother(s), brother(s), sister(s), self, Grandparents etc.

Piece/Room: A room in the house which has walls and roof made of the following material.
Wall Material: Stucco, brick, stones, plastered with lime or cement, concrete, timber, etc.
Roof Material: Sheet, GI (Galvanised Corrugated) sheets, asbestos cement sheet, RCC (Reinforced Concrete), RCC (Reinforced Cement Concrete), and timber etc.
• The fields have been already updated in Profile and also required in Application Form will be filled automatically while Applying for Scholarship
• The fields not updated are required to be updated under each Tab
• After entering data under all tabs, click “Submit”

• The below screen shows the submitted form under Dashboard
Please Note that:

- The submitted Form cannot be edited. Please check saved information carefully before click “Submit”.
- You can upload the required documents also
- Print Form by clicking “Print Application” and attach your copies of required documents
- Submit to the financial Aid office

For more information please e-mail to:

Pnd@uhs.edu.pk
or
fabbas@hec.gov.pk