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UCO BANK
(A Govt. of India
Undertaking)
HONOURS YOUR TRUST

Circular No.
CHO/RBD/ 13 /2024-25
Dated: 12/06/2024

To All Branches/Offices in India

Sub: Master Circular on Education Loan Schemes

At present, we have 5 Education Loan Products for studies in India & Abroad including Premier Institutes.

1. **IBA Model Education Loan Scheme**
2. **UCO Premier**
3. **UCO Super Premier**
4. **UCO Aspire**
5. **UCO Skill**

Based on feedback from field functionaries and to be competitive in the market, Bank has revamped the entire Education Loan product.

The Education Loan Schemes shall be as under – 40571

1. **IBA Model Education Loan Scheme**
2. **UCO Udaan (for female students)**
3. **UCO Utkarsh**
4. **UCO Aspire (New)**
5. **UCO Skill**

The guidelines for "IBA Model Education Loan Scheme" and "UCO Skill" have been modified.

It may be noted, the existing UCO Premier, UCO Super Premier Schemes and UCO Aspire for studies in India shall be **discontinued** from the date of this circular. However, the existing loan accounts shall continue to be in the respective scheme codes.

New scheme codes for UCO Utkarsh, UCO Udaan and UCO Aspire Schemes are detailed in the circular.

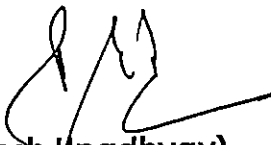
In order to enable the Field functionaries to access updated comprehensive guidelines, Master Circular on Education Loan Schemes is enclosed. This circular supersedes all earlier guidelines issued.

Notwithstanding what is stated in this circular, other mitigating factors /precautions / guidelines suggested in both Bank's Manual of Instructions & Loan Policy Document



and any change thereof from time to time shall continue to be effective and applicable.

All the Branches/Offices are hereby advised to take note of the guidelines and ensure its meticulous compliance. The modifications are in line with current market scenario. Branches should utilize the same for acquiring valuable customers and improve our asset base in the segment.


(Rajesh Upadhyay)
General Manager
Retail Department



Encl: Master Circular on Education Loan Schemes



UCO Education Loan Scheme for studies in India & Abroad (IBA Model)

| S. No. | Particulars | Guidelines |
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| 1 | Objective | The Educational Loan Scheme aims at providing financial support from the banking system to meritorious students for pursuing higher education in India and Abroad. The main emphasis is that a meritorious student, though poor, is provided with an opportunity to pursue education with the financial support from the banking system under affordable terms and conditions. The ultimate objective is that no deserving/meritorious student is denied an opportunity to pursue higher education merely for want of financial support. |
| 2 | Eligibility | <p>1) Student must be an Indian National.</p> <p>2) Secured admission to a higher education course in India or abroad through Entrance test or selection process after completion of HSC (10 plus 2 or equivalent).</p> <p>However, regarding recognized Selection process, in case of Institutes where process of selection is based on percentage of marks obtained in the qualifying examination, same shall be treated as recognized selection process.</p> <p>3) ZLCC will be vested with power to sanction proposals for PG and other Research Courses (apart from those mentioned in this circular) on case to case basis, based on reputation, past track record of placement & employability of the Institute to which admission is sought/obtained.</p> <p>4) For candidates who have appeared in the entrance test & their names appear in the merit list but opted for management quota seats for admission in a specified college or course of his/her choice, will also be considered for Education loan and they will be treated at par with candidates securing admission through Entrance test or recognized selection process. However, fees as approved by the State Government/Government approved regulatory body for payment seats will be considered, subject to viability of repayment</p> <p>5) Students securing admission through management quota for Degree/Diploma in Nursing Courses are eligible subject to condition that fee structure stipulated by respective State Govt. only has to be considered and they will be treated at par with candidates securing admission through Entrance test or recognized selection process.</p> |
| 3 | Age Limit | <p>No Minimum age criteria.</p> <p>However, In case of minors, loan will be jointly in the name of parents and the student shall ratify the borrowing by acknowledging the debt on attaining major status i.e. 18 years of age.</p> <p>Maximum Age Limit :</p> <p>1) 28 years for Graduation & 30 years for Post-Graduation for general candidates.</p> <p>2) 30 years for Graduation/diploma & 33 years for post-graduation for SC/ST candidates.</p> |



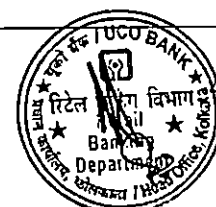
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| | | Relaxation in maximum age limit can be allowed by ZLCC based on merit on case to case basis. |
| 4 | Eligible Courses (Indicative List) | <p><u>Loan for studies in India</u></p> <ol style="list-style-type: none"> 1) Approved courses leading to graduate/post graduate (Masters & PhD) degree and PG diplomas conducted by recognized Colleges/Universities recognized by UGC/Govt./AICTE/AIBMS/ICMR etc 2) Engineering, Medical, Agriculture, Veterinary, Law, Dental, Management, Computer etc. 3) Courses like ICWA, CA, CFA, CS, Cost Accountants, etc. 4) Courses conducted by IIMs, IITs, IISC, XLRI, NIFT, NID etc. 5) Regular Degree/diploma courses like Aeronautical, Pilot training, Shipping etc., approved by Director General of Civil Aviation/Shipping if course is pursued in India. 6) Courses offered by National Institutes and other reputed private institutions. 7) Computer Certificate Courses of reputed institutes accredited to DOE or institutes attributed to universities. 8) Degree or Diploma Courses on Teacher Training, Nursing, B.Ed. Courses conducted by Central/State Govt. approved private institutions. The Conditions for Teacher Training course, Nursing and B.Ed. are <ol style="list-style-type: none"> i. It should not be a certification course. ii. The fees should be as per the fees structure stipulated in Central/state Government colleges. <p>The above list is indicative in nature and apart from the above mentioned courses all other eligible courses approved by UGC/Govt. & other regulatory bodies so constituted by Central/ State Govt. Act for setting and maintaining standards in the relevant areas of Higher Education such as UGC/Govt./AICTE/ AIBMS/ICMR etc. and conducted by UGC recognized Colleges/ Institutes will be considered based on employability & commensurate future income to repay the loan.</p> <p>The list of approved courses and institutions are available in the public domain-</p> <p> www.ugc.ac.in www.education.gov.in www.aicte.india.org http://naac.gov.in/index.php/en/2-uncategorised/32-accreditation-status https://www.nbaind.org/accreditationprogram/AccreditedProgram </p> <ol style="list-style-type: none"> 9) Approved courses offered in India by reputed foreign universities. 10) Courses eligible for Government Subsidy. <p>For Foreign Universities/Institutions imparting technical education in India directly or through Collaboration with Indian Institutions following factors are to be ascertained.</p> <ol style="list-style-type: none"> (i) Foreign University/Institution shall operate its educational |



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| | | <p>activity in India with the specific prior permission/approval of AICTE</p> <p>(ii) Indian Institution should be set up through Society/ Trust/a company established under Section 25 of Companies Act 1956 or the relevant Act in India.</p> <p>(iii) Accreditation of Foreign University/Institution by the authorized agency in parent Country.</p> <p>(iv) In case of Collaboration valid approval of AICTE is required.</p> <p>11) Evening courses of approved/recognized institutes</p> <p>12) Regular part time class room courses, such as Business Management/Engineering etc. Courses for Working Executives/others having employability potential, duly approved by AICTE & conducted by Colleges under UGC approved University</p> <p>Distant/Off Campus Courses with contact classes shall be outside the purview of our UCO Education Loan Scheme, as off-campus courses and on-site/partnership programmes are not eligible for loan under the IBA Revised Education Loan scheme.</p> <p><u>Loan for Studies Abroad</u></p> <p>1) Graduation: For job oriented professional/technical courses offered by reputed universities.</p> <p>2) Post-Graduation: MCA, MBA, M.S etc.</p> <p>3) Courses conducted by CIMA-London, CPA in USA etc.</p> <p>4) Degree/diploma courses like aeronautical, pilot training, shipping etc. provided these are recognized by competent regulatory bodies in India/abroad for the purpose of employment in India/Abroad.</p> <p>➤ Only Post Graduate Diploma courses are eligible for studies abroad, accordingly existing provision of other Diploma courses under foreign study is discontinued.</p> <p>➤ Any Indian Citizens who intend to obtain primary medical qualification from any foreign country on or after 15th May, 2013 are not required to obtain Eligibility Certificate from the National Medical Commission (NMC).</p> <p>➤ All existing courses up to world ranking 3000 shall be considered for studies Abroad (World ranking of Institutes/Universities is available in the website www.webometrics.info).</p> |
| 5 | Expenses Considered for Loan | <p>To extend finance for meeting the following expenses:</p> <p>i. Fees for the course/Examination/Library/Laboratory</p> <p>ii. Purchase of books/Stationery & equipment/instrument/journals/uniforms</p> <p>iii. Caution deposit/building fund/refundable deposit supported by Institution bills/receipts</p> <p>iv. Travel expenses/passage money for studies abroad</p> <p>v. Hostel charges/Boarding cost run by institutions/Private Hostel/Paying Guest Accommodation etc.</p> <p>vi. Purchase of Computers - essential for completion of the course</p> <p>vii. Any other expenses required to complete the course like study tours,</p> |



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| | | <p>project work, thesis etc.</p> <p>viii. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation</p> <ul style="list-style-type: none"> ➤ Caution deposit, building fund/refundable deposit supported by Institution bills/receipts amount shall not exceed 10% of the total tuition fees for the entire course. ➤ Expenses towards purchase of books/equipment/instruments/uniforms plus cost of computer plus other expenses like study tours, project work, thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course. ➤ In certain cases, where the student/parents are required to deposit a part of the admission fee etc. at the time of selection/admission, in such cases reimbursement of fees may be permitted. In that case Sanctioning Authority has to satisfy about the expenses already incurred preferably by verifying the bills/receipts. ➤ Insurance Premium for student borrower. |
| 6 | Quantum of Finance | <p>Need based requirement subject to repaying capacity of Parents/Students subject to maximum of</p> <ul style="list-style-type: none"> ➤ Rs.10 lakh for studies in India ➤ Rs.20 lakh for studies in abroad (subject to compliance of Exchange Control Regulations) |
| 7 | Assessment of Loan Amount | <p>While assessing the loan amount, the following to be kept in mind</p> <ol style="list-style-type: none"> 1) Prospect of Future employment 2) Expected realizable income 3) Interest for the total period 4) In case where the co-borrower/parents do not give undertaking to service Interest during the moratorium period, assessment of loan amount should be based on the maximum repayment period allowed. |
| 8 | Margin | <ol style="list-style-type: none"> 1) Up to Rs.4 lakh – No Margin 2) Above Rs.4 lakh – Studies in India - 5% 3) Studies in Abroad - 15% <ul style="list-style-type: none"> ➤ Margin to be brought in on year to year basis at the time of disbursement. ➤ Scholarship to be included in margin. ➤ If the amount of scholarship is already received before disbursal, the installment amount will be proportionately reduced in proportion to the amount of scholarship received. ➤ However, if the scholarship is received after the disbursal of the installment, the scholarship amount should be remitted to the branch and the same should be credited to the loan account. Student should provide an undertaking in this regard. |
| 9 | Parents / Family Income | No Ceiling |



| 10 | Security and Accepted valuation. | <p>For loan up to Rs.7.50 lacs</p> <ul style="list-style-type: none">➤ Co-obligation of Parents/spouse/guardian.➤ No Security or third party guarantee. <p>All the loans up to Rs.7.50 lacs under UCO Education loan Scheme should be covered under Credit Guarantee Scheme without obtaining any collateral security or third party guarantee. NCGTC will provide this guarantee at nominal fee of 0.50% of the amount outstanding and provide a cover for a maximum of 75% of the outstanding loan amount (including interest, if any). <u>This guarantee fee will be borne by the Bank.</u></p> <p>Note: In special cases such as the North Eastern region (NE) and Left-Wing Extremism (LWE) affected areas the percentage may be increased on the discretion of NCGTC.</p> <p>For Loan above Rs.7.50 lacs</p> <ul style="list-style-type: none">➤ Co-obligation of Parents/Spouse/Guardian➤ Tangible collateral security equivalent to full value of loan <p>The security in the form of Non-Agricultural Land with Building there upon/NSC/KVP/Life Insurance Policy, Bank deposits in the name of student/parent/guardian or any other third party with suitable margin as applicable and such other tangible liquid securities as may be deemed appropriate by the sanctioning authority subject to the margins stipulated in the scheme for finance against the securities concerned.</p> <table><tr><th>Type</th><th>Reckoned Value</th></tr><tr><td>Own Bank Deposit (TDR/RD) NSC/KVP.</td><td>Face value plus accrued Interest if any.</td></tr><tr><td>Life Insurance Policy</td><td>Surrender value</td></tr><tr><td>Land with Building</td><td>Realizable Value</td></tr></table> <ul style="list-style-type: none">➤ If the security is in the name of third Party, Guarantee of third party is to be obtained.➤ Where the land/building is already mortgaged, the unencumbered portion can be taken as security as second charge provided that covers the required loan amount. | Type | Reckoned Value | Own Bank Deposit (TDR/RD) NSC/KVP. | Face value plus accrued Interest if any. | Life Insurance Policy | Surrender value | Land with Building | Realizable Value |
|------------------------------------|--|--|------|----------------|------------------------------------|--|-----------------------|-----------------|--------------------|------------------|
| Type | Reckoned Value | | | | | | | | | |
| Own Bank Deposit (TDR/RD) NSC/KVP. | Face value plus accrued Interest if any. | | | | | | | | | |
| Life Insurance Policy | Surrender value | | | | | | | | | |
| Land with Building | Realizable Value | | | | | | | | | |
| 11 | Repayment | <ul style="list-style-type: none">➤ Repayment of the loan will be in Equated Monthly Installments (EMIs*) for a period of 15 years (180 EMI) for all categories after moratorium period➤ Repayment holiday/Moratorium Period: Course period + 1 year after completion of studies for all categories➤ No prepayment penalty will be levied for prepayment of loan any time during the repayment period.➤ The interest accrued during the repayment holiday period to be added to the principal and EMI to be fixed➤ If the student is not able to complete the course within the scheduled time for reasons beyond his/her control, extension of time for completion of course may be permitted by sanctioning authority for a maximum period of 2 years | | | | | | | | |



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| | | <p>➤ In case the student discontinues the course midway, appropriate repayment schedule will be worked out by the bank in consultation with the Student/Parent</p> <p>➤ Certificate shall be obtained from the Institute where the student is pursuing the course, informing reason for extension of course period or discontinuance of the course to enable the sanctioning authority to take appropriate decision on the matter</p> <p>*While EMI based repayment is the generally accepted practice, many times the salary levels at the start of the career may not facilitate comfortable payment of EMI in certain cases (e.g. professionals like Doctors). Based on merit of the case, telescoping of repayment with stepped up installments with passage of time may be considered, on case to case basis, in such cases by the Sanctioning Authority.</p> |
| 12 | Additional Moratorium Period | <p>1) If the student borrower fails to get a job or good income (unemployment/underemployment) after completing the course, moratorium period may be extended for additional one & half years in three spells (not exceeding six months each) during life cycle of the loan & the same will be included in the terms and conditions of the loan agreement. Such accounts are not to be treated as restructured Education Loan accounts.</p> <p>However, a higher provisioning of 5% is required during the said additional moratorium period and one year thereafter.</p> <p>2) For existing standard Education Loan accounts – Branches will communicate this facility of extension of moratorium period to all existing standard education loan accounts.</p> <p>3) After acceptance of the same by the student borrower(s) and on submission of an undertaking regarding unemployment/underemployment, Branches may extend the moratorium period in three spells, not exceeding six months each, in the existing standard Education Loan accounts.</p> <p>Action Points for Branches:</p> <p>For New Education Loan accounts: Branches should include the above provision of availability of additional moratorium period in the sanction advice.</p> <p>For existing standard education loan accounts:</p> <ul style="list-style-type: none"> ❖ Branches should communicate to every student borrower regarding availability of additional moratorium period by additional one & half years in three spells (not exceeding six months each) during life cycle of the loan. ❖ This facility is available only in existing standard education loan accounts. ❖ After receiving a request from the student borrower regarding extension of moratorium period, branches can extend the moratorium period in the existing standard education loan accounts. ❖ It being a non-discretionary and non-discriminatory facility, the branches have to inform regarding the above facility to each standard education loan borrower through registered post in a |



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| | | specified format (enclosed), a copy of which be kept with the security documents already obtained for the loan sanctioned. |
| 13 | Rate of Interest | <p>a) Interest to be charged at rates linked to the UCO Float Rate</p> <ul style="list-style-type: none"> ➤ Simple interest to be charged during the Repayment holiday/Moratorium period • Up to Rs.7.50 lacs: UCO Float Rate + 2.40% i.e. 9.30% + 2.40% presently 11.70% p.a. • Above Rs.7.50 lacs: UCO Float Rate + 2.00% i.e. 9.30% + 2.00% presently 11.30% p.a. <p>b) The applicable ROI to be charged in loan accounts availed for admission into any college/institute eligible under List A,B or C of UCO Utkarsh and UCO Udaan shall be as per UCO Utkarsh and UCO Udaan Schemes.</p> <p>c) The applicable ROI to be charged in loan accounts availed for admission in universities/colleges abroad with world ranking upto 1500 shall be as per UCO Aspire scheme.</p> <ul style="list-style-type: none"> ➤ 0.50% concession in UCO Float Rate Linked ROI to Children of Staff to be allowed in all cases of: <ol style="list-style-type: none"> 1) Fresh sanctions 2) Loans that are switched over or may be subsequently switched over as per borrower's request to UCO Float Rate from the date of switch over. ➤ Students satisfying DRI norms-Any amount-4% p.a. ➤ Students satisfying 60% handicap-Any amount-4% p.a. ➤ Servicing of interest during moratorium period is optional. Accrued interest will be added to the principal amount borrowed while fixing EMI for repayment. ➤ In case of default in repayment/ delay in repayment/non-compliance of terms of sanction, penal charge (on outstanding amount) @ 2% + GST on yearly basis shall be charged. ➤ Default charges to be calculated on daily basis for the entire period of irregularity. ➤ 0.50% concession in ROI for girl child. However, the same is not available for girl child of staff as 0.50% concession is allowed for all children of staff members. |
| 14 | Insurance | <ul style="list-style-type: none"> ➤ All Education Loan Student Borrowers' Life should mandatorily be covered under the Group Credit Life Insurance Product of Bank's Channel Partner for the entire tenure of the Loan. ➤ The assignment form should be collected from the insured borrower in case of all existing and new accounts and should be kept along with the loan documents along with DOGH (declaration of good health) & the proof of age. ➤ Relaxation for insurance coverage of student borrower may be |



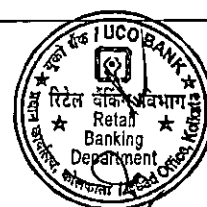
| | | allowed by ZLCC on case to case basis, upon receipt of request from student/parents. | | | | | | |
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| 15 | Second loan | <p>A student who has availed Educational Loan from any UCO Bank Branch may be permitted to avail second loan within the moratorium period of first loan to pursue further studies, subject to maximum aggregate amount of the loan.</p> <p>At the time of sanctioning second loan the following points should be taken into consideration:</p> <ul style="list-style-type: none">a) Employability and future income of the students after completion of second course would be sufficient to cover combined loan repaymentb) First loan outstanding to be transferred to the second loan to have only one loan accountc) In such cases, the repayment of the combined loan will commence one year after completion of the second coursed) Fresh documents to be executed with aggregate limit of the first and second loane) Requirements of collateral Security and third party guarantee shall be based on the aggregate loan limit of the combined loanf) A student who has availed Educational Loan from any other Bank will not be permitted to avail the second loan from our Bank. | | | | | | |
| 16 | Multiple loan | <ul style="list-style-type: none">➤ Two or more wards of a parent/guardian may be individually sanctioned Educational Loan as per their eligibility subject to fulfilling all other terms & conditions of Education loan.➤ Each Educational Loan given for an individual to be treated as separate unit and not for the family as a unit.➤ Therefore if two or more members of a family applied individually for an education loan up to Rs.7.5 Lacs (Rupees Seven Lacs Fifty Thousand only) the same may be sanctioned individually, without insisting for any security. | | | | | | |
| 17 | Joint Borrower | <p>The joint borrower should normally be parent/guardian of the student borrower & In case of a married person, joint borrower can be either spouse or the parents/parents-in-laws.</p> <p>Wherever parents are not there i.e., both the parents are deceased or their whereabouts are not known or orphaned otherwise, major sibling/relative/suitable third parties acceptable to the Sanctioning Authority may be considered as co-borrower.</p> | | | | | | |
| 18 | Sanctioning Authority and Delegated Power | <p>The combined limit for first and the second educational loan for studies in India & Abroad, (wherever applicable) for sanction will be as under:</p> <table><tr><th>Authority</th><th>Lending Power</th></tr><tr><td>Branch Head (in any Scale)</td><td>7.50 lakh</td></tr><tr><td>RLH Head</td><td>75 Lakh*</td></tr></table> <p>* As per Loan Policy Document Chapter 11 point no. 11.1 - "For Retail loans, CAC is allowed to permit deviations in maximum Loan amount</p> | Authority | Lending Power | Branch Head (in any Scale) | 7.50 lakh | RLH Head | 75 Lakh* |
| Authority | Lending Power | | | | | | | |
| Branch Head (in any Scale) | 7.50 lakh | | | | | | | |
| RLH Head | 75 Lakh* | | | | | | | |



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| | | <p>and Margin Requirement".</p> <ul style="list-style-type: none"> ➤ All loans beyond the delegated lending power of Branch Head and up to the lending power of RLH Head, to be invariably sanctioned by Retail Loan Hub. ➤ Any loan involving mortgage of property to be invariably sanctioned by Retail Loan Hub. ➤ Any Education Loan proposal can be rejected by the sanctioning authority only with the concurrence of the next higher authority. <p><u>For 2nd Loan to existing UCO Education Loan Borrower</u></p> <ul style="list-style-type: none"> ➤ All loans to be invariably processed/sanctioned (as per delegated lending power) by Retail Loan Hub irrespective of loan amount. ➤ The proposals falling beyond the sanctioning power of Retail Hub Head would be approved and sanctioned by ZLCC. Retail Hub will process and recommend the proposals falling beyond their sanctioning powers to ZLCC for sanction. |
| 19 | Disbursement | <ul style="list-style-type: none"> ➤ The loan to be disbursed in stages as per requirement/demand directly to the Institutions & Vendors of equipments/instruments to the extent possible. ➤ Where institutions permit students to keep terms, in spite of failure in one or two subjects in earlier terms or where progress report may not be ready with institute when students have to pay fees for the next terms, in such cases loan installment may be released. |
| 20 | Loan Documentation | <ul style="list-style-type: none"> a) Revised Application Form b) Agreement between Bank, Borrower & Guarantor as per A49B c) The loan document should be executed by both the student and parents/guardian as joint borrower d) Guarantor's statement (A-26A) e) A declaration/an affidavit from the applicant to be obtained confirming that he has not availed Education loans from any other institute/Bank & there is no outstanding education loan in his name. f) Other relevant documents as per nature of securities offered. |
| 21 | Documentation Charges | NIL |
| 22 | Processing Charge | No processing/upfront charges may be collected on Education Loans |
| 23 | Prepayment charges | NIL |
| 24 | VLP enrolment charge | In terms of extant guidelines of the scheme, a VLP enrolment charge of Rs.100/- + 18% GST is to be borne by the student subject to change, whose application has been sanctioned & disbursed by the Bank. |
| 25 | Follow Up & Tracking of Students | <p>Following methods to be adopted for tracking of student borrowers by Branches/Offices:</p> <ul style="list-style-type: none"> ➤ E-mail ID, Address, Mobile/Phone numbers/Social media account details, etc. of the Student & Co-Borrowers are to be obtained at the time of sanction and must be updated during each |



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| | | <p>disbursement and kept on record.</p> <ul style="list-style-type: none"> ➤ Collecting, without fail, the Progress Report of the students for the previous year when he/she approaches Bank for release of subsequent installment of loan and also updating the latest address/Mobile Number and E-mail ID etc. ➤ For future tracking, copy of PAN card & Aadhaar card of student/Parents/Co-Borrower(s) to be obtained mandatorily. In case PAN is not available during sanction, the same must be obtained before 1st disbursement. ➤ Contacting Colleges/Institutions from where the student(s) passed out and finding out from the Student Alumni/Old Student Association about the current contact address/employment status of the student borrowers ➤ Close contact/liaison with Educational Institutes for obtaining details of academic achievements and also placement details of the student borrowers wherever campus recruitments take place, which will also help in tracking the students ➤ Contacting the Parent/Guarantor/Co-borrower personally at their given address to ascertain the movement of student and his/her employment status taking up with the concerned employers wherever considered necessary. Branch to invariably obtain employment details of the student after completion of the course ➤ In cases where there is tie-up with the Institute to provide Educational Loans to their students, ZO/Branches shall undertake annual review of the asset quality of Educational Loans to the students of the concerned institute ➤ Passport and visa copy to be mandatorily submitted in case of Studies Abroad. ➤ In case of studies abroad the SSN (Social Security Number)/Unique Identification Number [UIN]/ Identity Card should be obtained and kept on record. ➤ Branches are required to inspect the collateral securities mortgaged against the loan accounts (wherever applicable) at least once in a year. |
| 26 | CIBIL/CRIF | Pulling of CIBIL/CRIF (as applicable) of Applicant/Co-Applicant/Guarantor is mandatory. |
| 27 | CIBIL/CRIF Report Pulling Charges | Consumer Report with score- Rs.150/- + GST. (Refer: Circular no. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines and subject to revision from time to time). |
| 28 | Capability Certificate | Branch Head can issue the capability certificate for students going abroad for higher studies. For this, financial and other supporting documents may be obtained from applicants, if required. |
| 29 | Disposal of Loan Application | <p>Loan applications have to be disposed off in the normal course within a period of 15 days</p> <ul style="list-style-type: none"> ➤ Applications to be received through Vidya Lakshmi /JanSamarth |



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| | | <p>Portal and ensure that no physical application will be accepted.</p> <ul style="list-style-type: none"> ➤ After receipt of the loan application Branch will compulsorily contact the applicant over the phone and through e-mail where such address has been provided. Branch should inform the applicant about receipt of the Education Loan application and guide him/her about loan scheme and documents required for further processing of loan application ➤ After scrutiny of the application form and documents, Branches should obtain other relevant documents/papers for processing of the application ➤ All the proposals will be processed by the Branch/RLH on merit basis within stipulated time frame as per Bank's extant guidelines. ➤ Any Education Loan proposal can be rejected by Branches/other sanctioning authority only with the concurrence of the next higher authority. ➤ Further, all cases of sanctioning of Education Loan subsequent to receipt of complaint to be personally reviewed by the Zonal Head to find out if the loan application was earlier returned in violation of Bank's guidelines and suitable disciplinary action as deemed fit to be initiated against the erring official. |
| 30 | Concession in ROI | <p>a) 1% interest Concession is available during the moratorium period, in such of those cases where interest has been serviced regularly every month during the moratorium period.</p> <ul style="list-style-type: none"> ➤ Available for all loans irrespective of the amount ➤ The above concession is to be released at the beginning of the succeeding financial year by way of credit to loan account ➤ Adjustment for the broken period to be done after moratorium but before commencement of repayment period ➤ In any year during moratorium period if interest is not serviced, the borrower will not be entitled for any interest concession for the remaining tenure of the moratorium period. ➤ Branch head will be the competent authority to allow the above concession. <p>b) 0.50% concession for girl child can be allowed by the sanctioning authority. However, the same is not available for girl child of staff as 0.50% concession is allowed for all children of staff members.</p> |
| 31 | Interest Subsidy under CSIS Scheme | <p>A) <u>Eligibility:</u></p> <ul style="list-style-type: none"> • Education Loans taken under IBA Model Education Loan Scheme • Interest subsidy under the scheme is provided for maximum amount of Rs.10 lac (even sanctioned loan amount in excess of Rs.10 lac would qualify for interest subsidy up to Rs.10 lac only). • Students having parental Income up to Rs.4.5 Lacs per annum • Students enrolled in Professional/technical courses only from NAAC accredited Institutions or professional/technical programmes accredited by NBA or Institutions of National Importance or Central Funded Technical Institutions (CFTIs). Those Professional Institutions/Programmes, which do not come under the ambit of |



NAAC or NBA, would require approval of the respective regulatory body viz. approval of National Medical Commission for Medical Courses, Nursing Council of India for Nursing Courses, Bar Council of India for Law etc.

- Admissible only for once either for UG, PG. Also admissible for integrated courses (graduate + post graduate)
- Interest Subsidy under the Scheme shall not be available to the students who discontinue their course midstream, or who are expelled from the institution on disciplinary or academic grounds.
- However, Interest Subsidy would be available if discontinuation is due to medical grounds for which necessary documentation to the satisfaction of the Head of Educational Institutions needs to be provided.

B) Moratorium Period

- Under the Scheme, the interest payable on the Educational Loan for the moratorium period i.e. Course Period plus one year as will be borne by the Government of India.
- After the period of moratorium, the interest on the outstanding loan amount shall be paid by the student, in accordance with provisions of the existing IBA Model Education Loan Scheme.

C) Income Criteria/Proof

- The benefits of the Scheme are applicable to students belonging to economically weaker sections, with having parental income up to Rs.4.5 Lakh per year (from all Sources). Income proof is required from authorised Public authority of the State Government.

D) Competent Authority

- The Ministry of HRD, Government of India has issued an Advisory to all State Governments requesting them to designate appropriate authority or authorities who are competent to issue income certificates, based on economic index and not social background, for the purpose of the Scheme.
- Branches shall implement the Scheme based on the notification of the certification authority by State Governments communicated through District Level Consultative Committees (DLCCs).

E) Applicable Academic Year

- The modified Scheme shall be applicable from the academic year 2022-23, starting 1st April 2022.

F) List of Technical/Professional Courses

- List of Centrally Funded Technical Institutions and Institutions of National Importance is available on-
 - www.education.gov.in.
 - www.naac.gov.in
 - www.nbaind.org



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| | | <p>Please refer following circulars for detailed guidelines:</p> <p>a) CHO/RBD/10/2022-23 dated 18/05/22 b) CHO/RBD/23/2018-19 dated 29/09/18 c) CHO/RBD/22/2014-15 dated 07/07/14 d) CHO/RBD/14/13-14 dated 04/07/2013 e) CHO/RBD/09/12-13 dated 04/06/2012 f) CHO/RBD/20/2010-11 dated 25/10/10</p> |
| 32 | Discontinuation of Interest Subsidy under ACSISOBCEBC Scheme | <p>Discontinuation of Interest Subsidy under ACSISOBCEBC Scheme -</p> <ul style="list-style-type: none"> As per IBA communication dated 09.05.2023 and subsequently dated 18.01.2024, no fresh applications under the ACSIS scheme to be considered/accepted till further instruction from the Ministry. The existing beneficiaries with cutoff date up to 31/03/2022 will continue to receive the interest subsidy. Branches to submit renewal claims only in respect of those accounts that were uploaded in the portal till March 2022 quarter. |
| 33 | Discontinuation of Interest Subsidy under Padho Pardesh Scheme | <ul style="list-style-type: none"> As per our Circular no. CHO/RBD/47/2022-23 dated 09/12/2022, Padho Pardesh Scheme of interest subsidy on Educational Loans for Overseas Studies for the students belonging to the Minority Communities (Padho Pardesh), stands discontinued from 2022-23. The existing beneficiaries as on 31/03/2022 will continue to receive the interest subsidy during the moratorium period of the loan |
| 34 | Staff Related Cases | <p>Children/Relatives of staff members shall be allowed to avail loans under UCO Education Loan scheme.</p> <p>The procedure and sanctioning authority for all such loans to children/relatives of staff members shall be as under:</p> <ul style="list-style-type: none"> ➤ The Loans under UCO Education Loan Scheme shall be applied by children/relatives of Bank's staff directly to the branch from where he/she wants to avail the loan. However, the loan proposals of relatives of Bank's staff shall be sanctioned by sanctioning authority not below ZLCC. ➤ The employee whose child's/relative's loan proposal is under consideration should not be involved in the sanction process i.e. raising PSVRs, recommending the proposal to RLH/ZLCC etc. or member of ZLCC for the said Loan Proposal. ➤ Loans of children/relatives of ZLCC Head i.e. Zonal Manager will be sanctioned by next level Credit Approval Committee i.e. HLCC-GM. ➤ Loans sanctioned to children/relatives of Senior Staff (Scale IV and above) under the scheme shall be reported to Head Office Credit Monitoring, for onward submission to Board. |
| 35 | Credit Guarantee Fund Scheme for Education Loans (CGFSEL) | <p>Salient Features of Credit Guarantee Fund Scheme for Education Loans</p> <ul style="list-style-type: none"> ❖ The credit guarantee coverage will be available for education loans having sanctioned limits up to Rs.7.50 Lacs only, which are sanctioned without any collateral security and third party guarantee. ❖ Every education loan should be linked with Aadhaar Number of the borrower ❖ There is an Annual Guarantee Fee of 0.5% of outstanding loan amount, which would be absorbed by the Bank ❖ The guarantee cover would be available for 75% of the Outstanding Loan amount in default ❖ "Amount in Default" means the balance amount outstanding in the |



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| | | <p>loan account(s) of the student borrower, inclusive of accrued interest, as on the date of the account becoming NPA or on the date of lodgment of claim application, whichever is lower or such other amount as may be specified by the Fund for preferring any claim against the guarantee cover subject to a maximum of 'Guarantee Cover'.</p> <p>Guidelines for the Branches:</p> <ul style="list-style-type: none"> ❖ Branches are advised to follow the guidelines of UCO Education Loan Scheme while opening the accounts under this scheme, so that none of the education loan accounts is ineligible for Credit Guarantee coverage or invocation of the same. ❖ Branches must enter required details of the loan accounts in Finacle system through menu option EDUL, as per the extant guidelines of the Bank for education loan scheme. ❖ Job card in this regard is available in UCO Online. ❖ Branches must enter detail of at least one of the four KYC documents namely PAN Card, Voter ID, Aadhar Card and Driving License of the student borrower through # option (additional details), while opening education loan account for successful implementation of the de-duplication feature. ❖ If any education loan account is declared as NPA, Branches should immediately report the same to respective Zonal Office. <p>(Refer Circular No. CHO/RBD/58/2016-17 dated 01/02/17 for detailed guidelines).</p> |
| 36 | Credit Score Requirement | To be guided by HO Circular No. CHO/RM/48/2023-24 dated 28.02.2024 on Guidelines on Credit Information Report – consumer/commercial. |
| 37 | Scheme Code | LA734 |
| 38 | Documents Required | <p>Student-applicant:</p> <ol style="list-style-type: none"> Proof of Identity and Address as per KYC norms. Proof of Academic Records. Proof of admission: Offer Letter or Admission Letter from the Institution. Statement of cost of study/ Schedule of expenses. Passport-size photographs. Previous / existing loan, if any, from Banks/Lenders, banks may obtain suitable documentary evidence. Passport to be mandatorily submitted in case of Studies Abroad. Aadhaar to be obtained mandatorily. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. <p>Co-applicant/Guarantor:</p> <ol style="list-style-type: none"> Proof of Identity and address as per KYC norms. Passport-size photographs. Previous/ existing Loans, if any, from Banks/ Lenders, Bank may obtain suitable documentary evidence. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. |



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| | | <p>e. Income documents from competent authority as deemed appropriate.</p> <p>f. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines.</p> <p>Note: To avail the benefit of Government Subsidy schemes, Income certificate/ proof from the authorized Public Authority of the State Government/ Competent Authority is mandatory before sanctioning of loan.</p> |
| 39 | Relaxations allowed | <p>1. Relaxation on obtaining life insurance of the student borrower may be allowed by ZLCC on case to case basis.</p> <p>2. Relaxation regarding maximum age criteria for the student borrower may be allowed by ZLCC on case to case basis.</p> <p>3. ZLCC will be vested with power to sanction proposals for PG and other Research Courses (apart from those mentioned in this circular) on case to case basis</p> |

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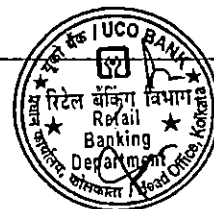


UCO UTKARSH (for studies in India only)

| S. No. | Particulars | Guidelines |
|--------|------------------|--|
| 1 | Objective | The "UCO Utkarsh Loan Scheme" aims at providing financial support at preferential terms to students who have secured admissions in Premier Educational Institutes mentioned in List A, B & C. |
| 2 | Eligibility | <p>a) Should be Indian National including Non Residential Indians.</p> <p>b) Secured admission to a higher education course through Entrance test or selection process after completion of HSC (10 plus 2 or equivalent) for graduation and after completion of graduation for post graduation courses.</p> <p>c) However, regarding the Selection process, in case of Institutes where process of selection is based on percentage of marks obtained in the qualifying examination, same shall be treated as the recognized selection process.</p> <p>d) For candidates who have appeared in the entrance test & their name appears in the merit list but opted for management quota seats for admission in a specified college or course of his/her choice, will also be considered for Education loan and they will be treated at par with candidates securing admission through Entrance test or recognized selection process. However, the fees for payment seats will be considered, subject to viability of repayment.</p> |
| 3 | Age Limit | No minimum and maximum age criteria. |
| 4 | Courses Eligible | <p>➤ Regular full time Degree/Diploma/PG Degree/PG Diploma courses of Premium Institutes in list A,B & C, leading to graduate/ post graduate degree and PG Diploma courses conducted by colleges/ universities recognized by UGC/ Government/ All India Council for Technical Education (AICTE)/ or any other regulatory body.</p> <p>➤ Courses like CA, CMA, CFA, CS, Cost Accountants.</p> <p>➤ Courses conducted by Indian Institute of Management (IIMs), Indian Institute of Technology (IITs), Indian Institute of Science (IISc), Xavier School of Management (XLRI), National Institute of Technology (NITs), National Institute of Design (NIDs), National Institute of Fashion Technology (NIFTs) etc.</p> <p>➤ Regular Degree/Diploma courses like Aeronautical, pilot training, shipping, etc., or any other discipline approved by Director General of Civil Aviation/Shipping or any other regulatory body as the case may be.</p> <p>➤ For Part-time Post Graduate Programmes in Management for Executives offered by Indian Institute of Managements (IIM) at all centres.</p> <p>➤ For Indian School of Business (ISB) Hyderabad & Mohali campus, part time Certificate Course for Post Graduate Programme in</p> |



| | | |
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| | | <p>Management for Senior Executives (PGPMAX).</p> <ul style="list-style-type: none"> ➤ For e-Post Graduate Programme in Management for executives, entrepreneurs and professionals under Distance Learning mode offered by Indian Institute of Management (IIM). ➤ For Three-year part-time weekend Post Graduate Diploma Programme in Business management for Working Executives and Business Owners conducted by Xavier School of Management (XLRI). ➤ Post Graduate Diploma in Management (B & FS) offered by "National Institute of Bank Management "(NIBM) Pune. |
| 5 | List of Institutes | List A, B & C – As per Annexure enclosed. |
| 6 | Course Duration | As prescribed by the institute. |
| 7 | Expenses Considered for Loan | <p>To extend finance for meeting the following expenses:</p> <ul style="list-style-type: none"> a. Fees for the course/Examination/Library/ Laboratory b. Expenses towards Purchase of Books/Stationery & Equipment/Instrument/Journals/Uniforms. c. Caution deposit/Building fund/Refundable deposit supported by Institution bills/receipts. d. Hostel charges/Boarding cost run by Institutions/Private Hostel/Paying Guest Accommodation etc. e. Purchase of Computers - essential for completion of the course. f. Any other expenses required to complete the course like study tours, project work, thesis etc. g. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation. <ul style="list-style-type: none"> ➤ Caution deposit, building fund/refundable deposit supported by Institution bills/receipts amount shall not exceed 10% of the total tuition fees for the entire course. ➤ Expenses towards purchase of Books/Equipment/ Instruments/Uniforms plus cost of computer plus other expenses like study tours, project work, thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course. ➤ In certain cases, where the student/parents are required to deposit a part of the admission fee etc. at the time of selection/admission. In such cases reimbursement of fees may be permitted. In that case Sanctioning Authority has to satisfy about the expenses already incurred by verifying the bills/receipts. ➤ Insurance Premium for student borrower, if requested for finance. |
| 8 | Quantum of Finance | Maximum Loan Amount (inclusive of Group Credit Life Insurance Premium) is as mentioned below: |



| | | For Studies in India: | | | | | | | | | | | | | | | |
|-------------------------------------|---|--|-------------------------------------|---------------------|------------------|---|--------------------|---|----------|---------|------------|----------|---------|------------|----------|---------|------------|
| | | <table><tr><th>Category of Institution/ University</th><th colspan="2">Maximum Loan Amount</th></tr><tr><td></td><th>Without collateral</th><th>With tangible collateral security equal to 100% of the Loan amount</th></tr><tr><td>List 'A'</td><td>40 Lakh</td><td>Need Based</td></tr><tr><td>List 'B'</td><td>30 Lakh</td><td>Need Based</td></tr><tr><td>List 'C'</td><td>10 Lakh</td><td>Need Based</td></tr></table> | Category of Institution/ University | Maximum Loan Amount | | | Without collateral | With tangible collateral security equal to 100% of the Loan amount | List 'A' | 40 Lakh | Need Based | List 'B' | 30 Lakh | Need Based | List 'C' | 10 Lakh | Need Based |
| Category of Institution/ University | Maximum Loan Amount | | | | | | | | | | | | | | | | |
| | Without collateral | With tangible collateral security equal to 100% of the Loan amount | | | | | | | | | | | | | | | |
| List 'A' | 40 Lakh | Need Based | | | | | | | | | | | | | | | |
| List 'B' | 30 Lakh | Need Based | | | | | | | | | | | | | | | |
| List 'C' | 10 Lakh | Need Based | | | | | | | | | | | | | | | |
| 9 | Assessment of Loan Amount | <p>While assessing the loan amount, the following to be kept in mind</p> <p>a) Prospect of Future employment</p> <p>b) Expected realizable income</p> <p>c) Interest for the total period</p> <p>d) In case where the co-borrower/parents do not give undertaking to service Interest during the moratorium period; Assessment of loan amount should be based on the maximum repayment period allowed.</p> <p>e) While computing loan required, scholarships, fee waiver etc., if any available to the student borrower may be taken into account.</p> | | | | | | | | | | | | | | | |
| 10 | Margin | <p>1) Up to Rs.4 lakhs – Nil Margin</p> <p>2) Above Rs.4 lakh up to 7.5 lakh – 10 % of total fee i.e. Course fee and other expenses</p> <p>3) Above 7.5 lakh – 15 % of total fee i.e. Course fee and other expenses</p> <p>4) For Executive MBA courses (irrespective of loan amount) - 15% of total fee i.e. Course fee and other expenses.</p> <p>➤ Margin to be brought in the required percentage at the time of disbursement(s)</p> <p>➤ Scholarship/Fee Waiver to be included in margin</p> <p>Note:</p> <p>➤ If the amount of scholarship is already received before disbursal, the installment amount will be proportionately reduced in proportion to the amount of scholarship received.</p> <p>➤ However, if the scholarship is received after the disbursal of the installment, the scholarship amount should be remitted to the branch and the same should be credited to the loan account.</p> <p>➤ Student should provide an undertaking in this regard.</p> | | | | | | | | | | | | | | | |
| 11 | Parent's/ Family income | No such stipulation. | | | | | | | | | | | | | | | |
| 12 | Security | <p>For List-A Educational Institutions</p> <table><tr><th>Loan Amount</th><th>Security</th></tr><tr><td>Up to Rs.40 Lakh</td><td>i. Parent/Spouse/Guardian as Co-borrower(s)</td></tr><tr><td>Above Rs.40 Lakh</td><td>i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount</td></tr></table> | Loan Amount | Security | Up to Rs.40 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) | Above Rs.40 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount | | | | | | | | | |
| Loan Amount | Security | | | | | | | | | | | | | | | | |
| Up to Rs.40 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) | | | | | | | | | | | | | | | | |
| Above Rs.40 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount | | | | | | | | | | | | | | | | |



For List-B Educational Institutions

| Loan Amount | Security |
|------------------|---|
| Up to Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) |
| Above Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount |

For List-C Educational Institutions

| Loan Amount | Security |
|------------------|---|
| Up to Rs.10 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) |
| Above Rs.10 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount |

Note:

- 1) In case of married person, Co-Borrower can be Spouse or Parent(s)/Parent(s)-in-law.
- 2) Parental Co-obligation can also be substituted by a suitable third party guarantee acceptable to the Bank.

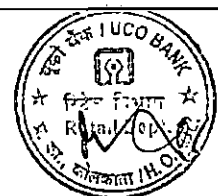
100% collateral security in the form of Non-Agricultural Land with Building there upon/NSC/KVP/Life Insurance Policy, Bank deposits in the name of student/parent/guardian or any other third party with suitable margin as applicable and such other tangible liquid securities as may be deemed appropriate by the sanctioning authority subject to the margins stipulated in the scheme for finance against the securities concerned.

| Type | Reckoned Value |
|-------------------------------------|---------------------------------------|
| Own Bank Deposit (TDR/ RD) NSC/KVP. | Face value plus accrued Interest any. |
| Life Insurance Policy | Surrender value |
| Land with Building | Realizable Value |

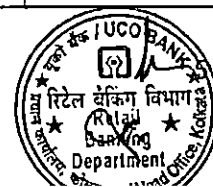
- Where the Land & Building is already mortgaged, the unencumbered portion can be taken as security by way of an extension of charge provided that covers the required loan amount.
- If the Collateral Security is in the name of third Party, Guarantee of the third party is to be taken.
- Relaxation in stipulated collateral security up to 50%, may be allowed by ZLCC on merit basis.

13**Repayment**

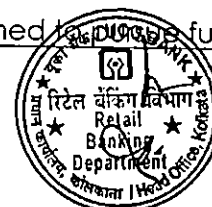
- Repayment of the loan will be maximum 180 equated monthly Installments (EMIs*) (i.e. 15 years maximum).
- No prepayment penalty will be levied for prepayment of loan any time during the repayment period.



| | | <ul style="list-style-type: none">➤ Repayment holiday/ Moratorium: Course period + 1 year or 6 months after getting job, whichever is earlier➤ The interest accrued during the repayment holiday period to be added to the principal and EMI to be fixed➤ If the student is not able to complete the course within the scheduled time for reasons beyond his control, extension of time for completion of course may be permitted by sanctioning authority for a maximum period of 2 years➤ In case the student discontinues the course midway, appropriate repayment schedule will be worked out by the bank in consultation with the student/parent➤ Certificate shall be obtained from the Institute where the student is pursuing the course, informing reason for extension of course period or discontinuance of the course to enable the sanctioning authority to take appropriate decision on the matter. <p>*While EMI based repayment is the generally accepted practice, many times the salary levels at the start of the career may not facilitate comfortable payment of EMI in certain cases (e.g. professionals like Doctors). Based on merit of the case, telescoping of repayment with stepped up installments with passage of time may be considered, on case to case basis, by the Sanctioning Authority.</p> | | | | | | | | | | | | |
|------|--|--|--|---------------------|------------------------------------|--------------------------------------|---|--|--|--|---|--|--|--|
| 14 | Additional Moratorium | <ul style="list-style-type: none">➤ If the student borrower fails to get a job or good income (unemployment / underemployment) after completing the course, moratorium period may be extended for additional one & half years in three spells (not exceeding six months each) during life cycle of the loan & the same will be included in the terms and conditions of the loan agreement.➤ Such accounts are not to be treated as restructured education loan accounts.➤ However, a higher provisioning of 5% is required during the said additional moratorium period and one year thereafter.➤ A request letter from the student and co-borrower should be obtained before considering extending the moratorium period. On receipt of the request letter a suitable letter to be exchanged with the borrower/guarantor as per the specimen enclosed to this circular and acknowledged copy must be obtained. <p>(Refer: Circular No. CHO/RBD/60/2016-17 dated 02/02/2017 for detailed guidelines. Subject to revision from time to time).</p> | | | | | | | | | | | | |
| 15 | Rate of Interest | <table><tr><th>List</th><th>With Nil collateral</th><th>A With at least 100% collateral</th><th>B With less than 100% collateral*</th></tr><tr><td>A</td><td>UCO Float - 0.40% i.e. 8.90% p.a. at present.</td><td>UCO Float - 0.70% i.e. 8.60% p.a. at present.</td><td>UCO Float - 0.50% i.e. 8.80% p.a. at present.</td></tr><tr><td>B</td><td>UCO Float i.e. 9.30% p.a. at present.</td><td>UCO Float - 0.40% i.e. 8.90% p.a. at present.</td><td>UCO Float - 0.15% i.e. 9.15% p.a. at present.</td></tr></table> | List | With Nil collateral | A With at least 100% collateral | B With less than 100% collateral* | A | UCO Float - 0.40% i.e. 8.90% p.a. at present. | UCO Float - 0.70% i.e. 8.60% p.a. at present. | UCO Float - 0.50% i.e. 8.80% p.a. at present. | B | UCO Float i.e. 9.30% p.a. at present. | UCO Float - 0.40% i.e. 8.90% p.a. at present. | UCO Float - 0.15% i.e. 9.15% p.a. at present. |
| List | With Nil collateral | A With at least 100% collateral | B With less than 100% collateral* | | | | | | | | | | | |
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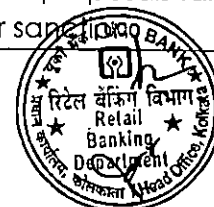
| | | | | | | |
|----|---|---|---|---|--|---|
| | | <table><tr><td>C</td><td>UCO Float + 1.70% i.e. 11.00% p.a. at present.</td><td>UCO Float + 0.70% i.e. 10.00% p.a. at present.</td><td>UCO Float + 1.20% i.e. 10.50% p.a. at present.</td></tr></table> <p>*Waiver in collateral security stipulation up to 50% can be allowed by ZLCC.</p> <ul style="list-style-type: none">➤ Simple interest to be charged during the Repayment holiday/ Moratorium period➤ Servicing of interest during moratorium period is optional. Accrued interest will be added to the principal amount borrowed while fixing EMI for repayment.➤ In case of default in repayment/ delay in repayment/non-compliance of terms of sanction, penal charge (on outstanding amount) @ 2% + GST on yearly basis shall be charged. Default charges to be calculated on daily basis for the entire period of irregularity. | C | UCO Float + 1.70% i.e. 11.00% p.a. at present. | UCO Float + 0.70% i.e. 10.00% p.a. at present. | UCO Float + 1.20% i.e. 10.50% p.a. at present. |
| C | UCO Float + 1.70% i.e. 11.00% p.a. at present. | UCO Float + 0.70% i.e. 10.00% p.a. at present. | UCO Float + 1.20% i.e. 10.50% p.a. at present. | | | |
| 16 | Concession in ROI | <p>1% interest Concession (subject to not lending below Repo Rate as applicable) is available during the moratorium period, in such of those cases where interest has been serviced regularly every month (i.e. serviced by end of the following month) during the moratorium period.</p> <ul style="list-style-type: none">➤ Available for all loans irrespective of the amount➤ The above concession is to be released at the beginning of the succeeding financial year by way of credit to loan account➤ Adjustment for the broken period to be done after moratorium but before commencement of repayment period➤ In any year during moratorium period if interest is not serviced, the borrower will not be entitled for any interest concession for the remaining tenure of the moratorium period.➤ Branch head will be the competent authority to allow the concession. | | | | |
| 17 | Insurance | <ul style="list-style-type: none">➤ All Education Loan Student Borrowers' Life should be covered under the Group Credit Life Insurance Product of Bank's Channel Partner for the entire tenure of the Loan.➤ The assignment form should be collected from the insured borrower in case of all existing and new accounts and should be kept along with the loan documents along with DOGH (declaration of good health) & the proof of age.➤ Relaxation for insurance coverage of student borrower may be allowed by ZLCC on case to case basis, upon receipt of request from student/parents. | | | | |
| 18 | Second Loan | <ul style="list-style-type: none">➤ A student who has availed Educational Loan from any UCO Bank branch may be permitted to avail the second loan within the moratorium period of first loan/after completion of the moratorium period of the first loan.➤ When the second loan will be sanctioned for pursuing further courses, | | | | |



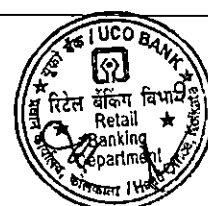
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| | | <p>the following points should be taken into consideration:</p> <ul style="list-style-type: none"> • Employability and future income of the students after completion of second course would be sufficient to cover combined loan repayment • In case second loan is sanctioned within moratorium of first loan, servicing of the entire accumulated interest of first loan shall be optional and may be allowed to be added to the Principal • In case of sanction of second loan after moratorium of first loan, the first loan account shall be regular on the date of sanction of second loan • First loan outstanding to be transferred to the second loan to have only one loan account. • In such cases, the repayment of the combined loan will commence one year after completion of the second course, or 6 months after taking up a job whichever is earlier. • Fresh documents to be executed with aggregate limit of the first and second loan • Requirements of collateral Security and third-party guarantee shall be based on the aggregate loan limit of the first and second loan. Any collateral security in the first loan would continue irrespective of security requirements on the second loan. • A student who has availed Educational Loan from any other Bank will not be permitted to avail the second loan from our Bank. • In case where the second loan is granted, the first loan account will have to be transferred to the disbursing branch prior to disbursement in the loan. <p>For 2nd Loan to existing UCO Educational Loan Borrower All loans to be invariably processed/sanctioned (as per delegated lending power) by Retail Loan Hub irrespective of loan amount.</p> |
| 19 | Take over | <p>Education loans satisfying all the guidelines of UCO Utkarsh Scheme shall be eligible for take over subject to fulfillment of following conditions-</p> <ol style="list-style-type: none"> a. Loan account backed by Collateral Security at existing level. b. Student borrower has completed the course and placed on a suitable job with ability to repay the EMI of the existing loan. c. Default less/regular repayment for a minimum post moratorium period of 12 months in the books of existing lender. Where the account has run over 12 months with the existing lender, the entire period should be default less and no installment and/or interest shall remain overdue. d. The account is standard asset with the existing lender e. Proposal with prior take-over history shall not be eligible for finance. f. Account is standard as on date of takeover and never restructured / re-phased. g. After all statutory deductions, existing and proposed EMI obligation, net take home pay of the borrower should not be less than 40% of Gross monthly income. |



| | | <p>h. Repayment period of the proposed loan cannot be greater than residual repayment period available in the loan to be taken over.</p> | | | | |
|-----------|---|---|-----------|---------------|----------|---------|
| 20 | Documents to be obtained for Take over loans. | <p>a. The loan sanction/arrangement letter.</p> <p>b. Certificate issued by the existing Bank listing the details of the security documents deposited by the borrower.</p> <p>c. The statement of account of the loan from the date of sanction.</p> <p>d. Foreclosure letter containing the amount of take-over.</p> <p>e. Letter for takeover as per Bank's format (encl.).</p> <p>f. Confirmation that other bank/financial institution has created an equitable mortgage over the property and the related documents are in their possession and commitment of the Bank/FI in respect of release of security.</p> <p>g. Fresh valuation of the collateral security to be obtained from our empanelled valuer as per bank's extant guidelines.</p> <p>h. Legal opinion about the collateral security from our empanelled lawyer as per Bank's extant guidelines.</p> | | | | |
| 21 | Quantum of finance in case of take – over | <p>Maximum permissible loan amount would be lower of-</p> <p>(a) Balance outstanding in the loan to be taken over or (b) Eligible loan amount depending on Value of the collateral security.</p> | | | | |
| 22 | Multiple Loan | <p>➤ Two or more wards of a parent/guardian may be individually sanctioned Education Loan as per their eligibility subject to fulfilling all other terms & conditions of Education loan.</p> <p>➤ Each Educational Loan is given for an individual to be treated as separate unit and not for the family as a unit.</p> | | | | |
| 23 | Joint Borrower | <p>The joint borrower should normally be parent/guardian of the student borrower & in case of a married person; joint borrower can be either spouse or the parent/parents-in-law.</p> <p>Wherever parents are not there i.e., both the parents are deceased and their whereabouts are not known or orphaned otherwise, major sibling/relative/suitable third parties acceptable to the Sanctioning Authority may be considered as co-borrower.</p> | | | | |
| 24 | Sanctioning Authority and Delegated Power | <table border="1"><thead><tr><th>Authority</th><th>Lending Power</th></tr></thead><tbody><tr><td>RLH Head</td><td>75 lakh</td></tr></tbody></table> <p>➤ All loans up to the delegated lending power of Retail Loan Hub, to be invariably sanctioned by Retail Hub.</p> <p>➤ The proposals falling beyond the sanctioning power of Retail Hub Head would be approved and sanctioned by ZLCC. Retail Hub will process and recommend the proposals falling beyond their sanctioning powers to ZLCC for sanction.</p> | Authority | Lending Power | RLH Head | 75 lakh |
| Authority | Lending Power | | | | | |
| RLH Head | 75 lakh | | | | | |



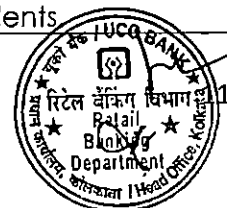
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| | | ➤ An Education Loan proposal can be rejected by the sanctioning authority only with the concurrence of the next higher authority. |
| 25 | Disbursement | The loan to be disbursed in stages as per requirement/demand directly to the Institutions/Vendors of equipments/ instruments to the extent possible. Installment may be released in cases where students are allowed by the Institute to keep terms, in case of failure in one or two subjects in earlier terms or where progress report may not be ready with Institute and the students are required to pay next term's fee. |
| 26 | Loan Documentation | <ul style="list-style-type: none"> a) Agreement between Bank, borrower & guarantor (wherever applicable) as per A49B b) The loan document should be executed by both the student and the Joint borrower(s). c) Other relevant documents as per nature of securities offered d) Education loan application form. e) A declaration/an affidavit from the applicant to be obtained confirming that he has not availed Education loans from any other institute/Bank & there is no outstanding education loan in his name. |
| 27 | Processing Charge | No processing/upfront charges |
| 28 | Documentation Charge | NIL |
| 29 | VLP enrolment charge | In terms of extant guidelines of the scheme, a VLP enrolment charge of Rs.100/- + 18% GST is to be borne by the student subject to change, whose application has been sanctioned & disbursed by the Bank. |
| 30 | Prepayment charges | Nil |
| 31 | CIBIL/CRIF | Pulling of CIBIL/CRIF (as applicable) of Applicant/Co-Applicant/ Guarantor is mandatory. |
| 32 | CIBIL/CRIF Report Pulling Charges | Consumer Report with score- Rs.150/- + GST. (Refer: Circular no. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines and subject to revision from time to time). |
| 33 | Disposal of Loan application | <ul style="list-style-type: none"> ➤ Loan applications have to be disposed of in the normal course within a period of 15 days. ➤ Applications to be received through Vidya Lakshmi Portal only and ensure that no physical application will be accepted. ➤ After receipt of the Loan application Branch will compulsorily contact the applicant over the phone and through e-mail where such address has been provided. Branch should inform the applicant about receipt of the Education Loan application and guide him/her about loan scheme and documents required for further processing of loan application. ➤ After scrutiny of the application form and documents, Branches should obtain other relevant documents/papers for processing of the application. |



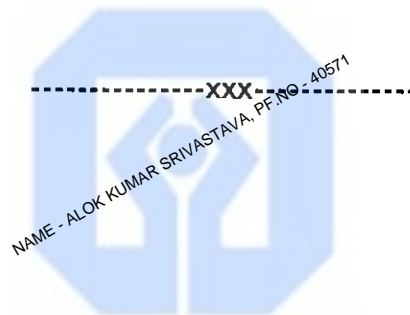
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| | | <ul style="list-style-type: none"> ➤ All the proposals will be processed by the Branch on merit basis within stipulated time frame as per Bank's extant guidelines. ➤ However, for better tracking of students after study period student's file may be kept with or transferred to the branch nearest to the residence of parents. ➤ Any Education Loan proposal can be rejected by branches/ other sanctioning authority only with the concurrence of the next higher authority. ➤ Further, all cases of sanctioning of Education loan subsequent to receipt of complaint to be personally reviewed by the Zonal Head to find out if the loan application was earlier returned in violation of banks guidelines and suitable disciplinary action as deemed fit to be initiated against the erring official. <p><u>For detailed guidelines on Processing of Education Loans through Vidya Lakshmi Portal refer following Circulars</u></p> <p>CHO/RBD/14/2016-17 dated 17/06/16 CHO/RBD/44/2017-18 dated 01/02/18 CHO/RBD/35/2022-23 dated 21/09/22</p> |
| 34 | Interest Subsidy under CSIS Scheme | Not eligible for Interest subsidy under CSIS scheme |
| 35 | Staff Related Cases | <p>Children/Relatives of staff members shall be allowed to avail loans under UCO Utkarsh Education Loan scheme.</p> <p>The procedure and sanctioning authority for all such loans to children/relatives of staff members shall be as under:</p> <ul style="list-style-type: none"> ➤ The Loans under UCO Utkarsh Education Loan Scheme shall be applied by children/relatives of Bank's staff directly to the branch from where he/she wants to avail the loan. However, the loan proposals of relatives of Bank's staff shall be sanctioned by sanctioning authority not below ZLCC. ➤ The employee whose child's/relative's loan proposal is under consideration should not be involved in the sanction process i.e. raising PSVRs, recommending the proposal to RLH/ZLCC etc. or member of ZLCC for the said Loan Proposal. ➤ Loans of children/relatives of ZLCC Head i.e. Zonal Manager will be sanctioned by next level Credit Approval Committee i.e. HLCC-GM. ➤ Loans sanctioned to children/relatives of Senior Staff (Scale IV and above) under the scheme, shall be reported to Head Office Credit Monitoring Department on quarterly basis for onward submission to Board. |
| 36 | Credit Score Requirement | To be guided by HO circular No. – CHO/RM/48/2023-24 dated 28.02.2024 on Guidelines on Credit Information Report – consumer/commercial. |
| 37 | Scheme Code | L734H |



| | | |
|----|----------------------------------|--|
| 38 | Documents required | <p>Student-applicant:</p> <ol style="list-style-type: none"> Proof of Identity and Address as per KYC norms. Proof of Academic Records. Proof of admission: Offer Letter or Admission Letter from the Institution. Statement of cost of study / schedule of expenses. Passport-size photographs. Previous / existing loan, if any, from Banks/Lenders, Branch to obtain suitable documentary evidence. Passport to be mandatorily submitted. Aadhaar Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. <p>Co-applicant/Guarantor:</p> <ol style="list-style-type: none"> Proof of Identity and address as per KYC norms. Passport-size photographs. Previous/ existing Loans, if any, from Banks/ Lenders, branch to obtain suitable documentary evidence. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. |
| 39 | Follow Up & Tracking of Students | <p>Branch to contact college/university authorities to send progress report at regular intervals in respect of the student and also the current residential status from parents/guardian.</p> <p>Following methods to be adopted for tracking of student borrowers by branches/offices:</p> <ul style="list-style-type: none"> ➤ E-mail ID, Address, Mobile/Phone numbers/Social media account details, etc. of the Student & Co-Borrowers are to be obtained at the time of sanction and must be updated during each disbursement and kept on record. ➤ For future tracking, copy of PAN card & Aadhaar card of student/Parents/Co-Borrower(s) to be obtained mandatorily. ➤ In case PAN is not available during sanction, the same must be obtained before 1st disbursement. ➤ Collecting, without fail, the Progress Report of the students for the previous year when the student approaches Bank for release of subsequent instalment of loan and also updating the latest address/Mobile Number and e-mail Id etc. ➤ Contacting Colleges/Institutions from where the students passed out and finding out from the Student Alumni/Old Student association about the current contact address/employment status of the student borrowers. ➤ We may request the Educational Institutes about the academic achievements and placement details of the student borrowers wherever campus recruitments take place, which will also help in tracking the students |



| | | |
|----|----------------------------|---|
| | | <ul style="list-style-type: none"> ➤ Contacting the Parent/Guarantor/Co-borrower personally at their given address to ascertain the movement of student and his/her employment status. ➤ Taking up with the concerned employers wherever considered necessary. ➤ In cases where there is tie-up with the Institute to provide educational loans to their students, ZO/branches shall undertake annual review of the asset quality of educational loans to the students of the concerned institute. ➤ Inspection of the collateral security (wherever applicable) to be conducted by the disbursing branch at least once in a year. ➤ Branch to invariably obtain employment details of the student after completion of the course. |
| 40 | Relaxations Allowed | <ol style="list-style-type: none"> 1. Relaxation on obtaining life insurance of the student borrower may be allowed by ZLCC on case to case basis. 2. Relaxation in stipulated collateral security up to 50%, may be allowed by ZLCC on merit basis. |



UCO UDAAN

(for female students - studies in India only)

| Sl. No. | Particulars | Guidelines |
|---------|-------------------------|--|
| 1 | Objective | UCO Udaan Scheme aims at providing financial support from the banking system to meritorious female students at preferential terms, who have secured admissions in Premier Educational Institutes mentioned in List A, B & C. |
| 2 | Eligibility | <ul style="list-style-type: none"> a) The female candidate should be Indian National including Non Resident Indians. b) Secured admission to a higher education course through Entrance test or selection process after completion of HSC (10 plus 2 or equivalent) for graduation and after completion of graduation for post graduation courses. c) However, regarding the Selection process, in case of Institutes where process of selection is based on percentage of marks obtained in the qualifying examination, same shall be treated as the recognized selection process. d) For candidates who have appeared in the entrance test & their name appears in the merit list but opted for management quota seats for admission in a specified college or course of her choice, will also be considered for Education loan and they will be treated at par with candidates securing admission through Entrance test or recognized selection process. However, the fees for payment seats will be considered, subject to viability of repayment. |
| 3 | Age Limit | No minimum and maximum age criteria. |
| 4 | Courses Eligible | <ul style="list-style-type: none"> ➤ Regular full time Degree/Diploma/PG Degree/PG Diploma courses of Premium Institutes in list A,B & C, leading to graduate/post graduate degree and PG Diploma courses conducted by colleges/ universities recognized by UGC/ Government/ All India Council for Technical Education (AICTE)/ or any other regulatory body. ➤ Courses like CA, CMA, CFA, CS, Cost Accountants. ➤ Courses conducted by Indian Institute of Management (IIMs), Indian Institute of Technology (IITs), Indian Institute of Science (IISc), Xavier School of Management (XLRI), National Institute of Technology (NITs), National Institute of Design (NIDs), National Institute of Fashion Technology (NIFTs) etc. ➤ Regular Degree/Diploma courses like Aeronautical, pilot training, shipping, etc., or any other discipline approved by Director General of Civil Aviation/Shipping or any other regulatory body as the case may be. ➤ For Part-time Post Graduate Programmes in Management for Executives offered by Indian Institute of Managements (IIM) at all centres. ➤ For Indian School of Business (ISB) Hyderabad & Mohali campus, |



| | | <p>part time Certificate Course for Post Graduate Programme in Management for Senior Executives (PGPMAX).</p> <p>➤ For e-Post Graduate Programme in Management for executives, entrepreneurs and professionals under Distance Learning mode offered by Indian Institute of Management (IIM).</p> <p>➤ For Three-year part-time weekend Post Graduate Diploma Programme in Business management for Working Executives and Business Owners conducted by Xavier School of Management (XLRI).</p> <p>➤ Post Graduate Diploma in Management (B & FS) offered by "National Institute of Bank Management "(NIBM) Pune.</p> | | | | | | | | | | | | | | |
|-------------------------------------|------------------------------|---|-------------------------------------|---------------------|--|--------------------|--|----------|---------|------------|----------|---------|------------|----------|---------|------------|
| 5 | List of Institutes | List A, B & C – As per Annexure enclosed. | | | | | | | | | | | | | | |
| 6 | Course Duration | As prescribed by the institute. | | | | | | | | | | | | | | |
| 7 | Expenses Considered for Loan | <p>To extend finance for meeting the following expenses:</p> <p>a. Fees for the course/Examination/Library/ Laboratory</p> <p>b. Expenses towards Purchase of Books/Stationery & Equipment/Instrument/Journals/Uniforms.</p> <p>c. Caution deposit/Building fund/Refundable deposit supported by Institution bills/receipts.</p> <p>d. Hostel charges/Boarding cost run by Institutions/Private Hostel/Paying Guest Accommodation etc.</p> <p>e. Purchase of Computers essential for completion of the course.</p> <p>f. Any other expenses required to complete the course like study tours, project work, thesis etc.</p> <p>g. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation.</p> <p>➤ Caution deposit, building fund/refundable deposit supported by Institution bills/receipts amount shall not exceed 10% of the total tuition fees for the entire course.</p> <p>➤ Expenses towards purchase of Books/Equipment/ Instruments/Uniforms plus cost of computer plus other expenses like study tours, project work, thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course.</p> <p>➤ In certain cases, where the student/parents are required to deposit a part of the admission fee etc. at the time of selection/admission. In such cases reimbursement of fees may be permitted. In that case Sanctioning Authority has to satisfy about the expenses already incurred by verifying the bills/receipts.</p> <p>➤ Insurance Premium for student borrower, if requested for finance.</p> | | | | | | | | | | | | | | |
| 8 | Quantum of Finance | <p>Maximum Loan Amount (inclusive of Group Credit Life Insurance Premium) is as mentioned below:</p> <p>For Studies in India:</p> <table> <tr> <th rowspan="2">Category of Institution/ University</th><th colspan="2">Maximum Loan Amount</th></tr> <tr> <th>Without collateral</th><th>With tangible collateral security equal to 100% of the Loan amount</th></tr> <tr> <td>List 'A'</td><td>40 Lakh</td><td>Need Based</td></tr> <tr> <td>List 'B'</td><td>30 Lakh</td><td>Need Based</td></tr> <tr> <td>List 'C'</td><td>10 Lakh</td><td>Need Based</td></tr> </table> | Category of Institution/ University | Maximum Loan Amount | | Without collateral | With tangible collateral security equal to 100% of the Loan amount | List 'A' | 40 Lakh | Need Based | List 'B' | 30 Lakh | Need Based | List 'C' | 10 Lakh | Need Based |
| Category of Institution/ University | Maximum Loan Amount | | | | | | | | | | | | | | | |
| | Without collateral | With tangible collateral security equal to 100% of the Loan amount | | | | | | | | | | | | | | |
| List 'A' | 40 Lakh | Need Based | | | | | | | | | | | | | | |
| List 'B' | 30 Lakh | Need Based | | | | | | | | | | | | | | |
| List 'C' | 10 Lakh | Need Based | | | | | | | | | | | | | | |



| 9 | Assessment of Loan Amount | While assessing the loan amount, the following to be kept in mind a) Prospect of Future employment b) Expected realizable income c) Interest for the total period d) In case where the co-borrower/parents do not give undertaking to service Interest during the moratorium period; Assessment of loan amount should be based on the maximum repayment period allowed e) While computing loan required, scholarships, fee waiver etc., if any available to the student borrower may be taken into account. | | | | | | | | | | | | |
|------------------|---|--|-------------|----------|------------------|---|------------------|---|-------------|----------|------------------|---|------------------|---|
| 10 | Margin | 1) Up to Rs.4 lakhs – No Margin 2) Above Rs.4 lakh up to 7.5 lakh – 10 % of total fee i.e. Course fee and other expenses. 3) Above 7.5 lakh – 15 % of total fee i.e. Course fee and other expenses. 4) For Executive – MBA courses (irrespective of loan amount) - 15% of total fee i.e. Course fee and other expenses. ➤ Margin to be brought in the required percentage at the time of disbursement(s) ➤ Scholarship/Fee Waiver to be included in margin Note: ➤ If the amount of scholarship is already received before disbursal, the installment amount will be proportionately reduced in proportion to the amount of scholarship received. ➤ However, if the scholarship is received after the disbursal of the installment, the scholarship amount should be remitted to the branch and the same should be credited to the loan account. ➤ Student should provide an undertaking in this regard. | | | | | | | | | | | | |
| 11 | Parent's/ Family Income | No Stipulation | | | | | | | | | | | | |
| 12 | Security | For List-A Educational Institutions <table><tr><th>Loan Amount</th><th>Security</th></tr><tr><td>Up to Rs.40 Lakh</td><td>I. Parent/Spouse/Guardian as Co-borrower(s)</td></tr><tr><td>Above Rs.40 Lakh</td><td>I. Parent/Spouse/Guardian as Co-borrower(s) II. Tangible Collateral Security of 100% of full Loan Amount</td></tr></table> For List-B Educational Institutions <table><tr><th>Loan Amount</th><th>Security</th></tr><tr><td>Up to Rs.30 Lacs</td><td>i. Parent/Spouse/Guardian as Co-borrower(s)</td></tr><tr><td>Above Rs.30 Lacs</td><td>i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount</td></tr></table> | Loan Amount | Security | Up to Rs.40 Lakh | I. Parent/Spouse/Guardian as Co-borrower(s) | Above Rs.40 Lakh | I. Parent/Spouse/Guardian as Co-borrower(s) II. Tangible Collateral Security of 100% of full Loan Amount | Loan Amount | Security | Up to Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) | Above Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount |
| Loan Amount | Security | | | | | | | | | | | | | |
| Up to Rs.40 Lakh | I. Parent/Spouse/Guardian as Co-borrower(s) | | | | | | | | | | | | | |
| Above Rs.40 Lakh | I. Parent/Spouse/Guardian as Co-borrower(s) II. Tangible Collateral Security of 100% of full Loan Amount | | | | | | | | | | | | | |
| Loan Amount | Security | | | | | | | | | | | | | |
| Up to Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) | | | | | | | | | | | | | |
| Above Rs.30 Lacs | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount | | | | | | | | | | | | | |



For List-C Educational Institutions

| Loan Amount | Security |
|------------------|---|
| Up to Rs.10 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) |
| Above Rs.10 Lakh | i. Parent/Spouse/Guardian as Co-borrower(s) ii. Tangible Collateral Security of 100% of full Loan Amount |

Note:

- 1) In case of married person, Co-Borrower can be Spouse or Parent(s)/Parent(s)-in-law.
- 2) Parental Co-obligation can also be substituted by a suitable third party guarantee acceptable to the Bank.

100% collateral security in the form of Non-Agricultural Land with Building there upon/NSC/KVP/Life Insurance Policy, Bank deposits in the name of student/parent/guardian or any other third party with suitable margin as applicable and such other tangible liquid securities as may be deemed appropriate by the sanctioning authority subject to the margins stipulated in the scheme for finance against the securities concerned.

| Type | Reckoned Value |
|-------------------------------------|--|
| Own Bank Deposit (TDR/ RD) NSC/KVP. | Face value plus accrued interest if any. |
| Insurance Policy by LIC | Surrender value |
| Land with Building | Realizable Value |

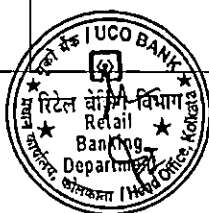
- Where the Land & Building is already mortgaged, the unencumbered portion can be taken as security by way of an extension of charge provided that covers the required loan amount.
- If the Collateral Security is in the name of third Party, Guarantee of the third party is to be taken.
- Relaxation in stipulated collateral security up to 50%, may be allowed by ZLCC on merit basis.

13**Repayment**

- Repayment of the loan will be maximum 180 equated monthly Installments (EMIs*) (i.e. 15 years maximum).
- No prepayment penalty will be levied for prepayment of loan any time during the repayment period
- Repayment holiday/ Moratorium: Course period + 1 year or 6 months after getting job, whichever is earlier
- The interest accrued during the repayment holiday period to be added to the principal and EMI to be fixed
- If the student is not able to complete the course within the scheduled time for reasons beyond his control, extension of time for completion of course may be permitted by sanctioning authority for a maximum period of 2 years
- In case the student discontinues the course midway, appropriate repayment schedule will be worked out by the bank in consultation with the student/parent
- Certificate shall be obtained from the Institute where the student is



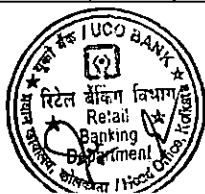
| | | <p>pursuing the course, informing reason for extension of course period or discontinuance of the course to enable the sanctioning authority to take appropriate decision on the matter.</p> <p>*While EMI based repayment is the generally accepted practice, many times the salary levels at the start of the career may not facilitate comfortable payment of EMI in certain cases (e.g. professionals like Doctors). Based on merit of the case, telescoping of repayment with stepped up installments with passage of time may be considered, on case to case basis, by the Sanctioning Authority.</p> | | | | | | | | | | | | | | | | |
|------|---|---|---|---------------------|------------------------------------|--------------------------------------|---|--|--|--|---|--|--|--|---|---|--|---|
| 14 | Additional Moratorium | <p>➤ If the student borrower fails to get a job or good income (unemployment / underemployment) after completing the course, moratorium period may be extended for additional one & half years in three spells (not exceeding six months each) during life cycle of the loan & the same will be included in the terms and conditions of the loan agreement.</p> <p>➤ Such accounts are not to be treated as restructured education loan accounts.</p> <p>➤ However, a higher provisioning of 5% is required during the said additional moratorium period and one year thereafter.</p> <p>➤ A request letter from the student and co-borrower should be obtained before considering extending the moratorium period. On receipt of the request letter a suitable letter to be exchanged with the borrower/guarantor as per the specimen enclosed to this circular and acknowledged copy must be obtained.</p> <p>(Refer: Circular No. CHO/RBD/60/2016-17 dated 02/02/2017 for detailed guidelines. Subject to revision from time to time).</p> | | | | | | | | | | | | | | | | |
| 15 | Rate of Interest | <table><tr><th>List</th><th>With Nil collateral</th><th>A With at least 100% collateral</th><th>B With less than 100% collateral*</th></tr><tr><td>A</td><td>UCO Float - 0.50% i.e. 8.80% p.a. at present.</td><td>UCO Float - 0.80% i.e. 8.50% p.a. at present.</td><td>UCO Float - 0.60% i.e. 8.70% p.a. at present.</td></tr><tr><td>B</td><td>UCO Float - 0.10% i.e. 9.20% p.a. at present.</td><td>UCO Float - 0.50% i.e. 8.80% p.a. at present.</td><td>UCO Float - 0.25% i.e. 9.05% p.a. at present.</td></tr><tr><td>C</td><td>UCO Float + 1.60% i.e. 10.90% p.a. at present.</td><td>UCO Float + 0.60% i.e. 9.90% p.a. at present.</td><td>UCO Float + 1.10% i.e. 10.40% p.a. at present.</td></tr></table> <p>*Waiver in collateral security stipulation up to 50% can be allowed by ZLCC.</p> <p>➤ Simple interest to be charged during the Repayment holiday/ Moratorium period</p> <p>➤ Servicing of interest during moratorium period is optional. Accrued interest will be added to the principal amount borrowed while fixing EMI for repayment.</p> | List | With Nil collateral | A With at least 100% collateral | B With less than 100% collateral* | A | UCO Float - 0.50% i.e. 8.80% p.a. at present. | UCO Float - 0.80% i.e. 8.50% p.a. at present. | UCO Float - 0.60% i.e. 8.70% p.a. at present. | B | UCO Float - 0.10% i.e. 9.20% p.a. at present. | UCO Float - 0.50% i.e. 8.80% p.a. at present. | UCO Float - 0.25% i.e. 9.05% p.a. at present. | C | UCO Float + 1.60% i.e. 10.90% p.a. at present. | UCO Float + 0.60% i.e. 9.90% p.a. at present. | UCO Float + 1.10% i.e. 10.40% p.a. at present. |
| List | With Nil collateral | A With at least 100% collateral | B With less than 100% collateral* | | | | | | | | | | | | | | | |
| A | UCO Float - 0.50% i.e. 8.80% p.a. at present. | UCO Float - 0.80% i.e. 8.50% p.a. at present. | UCO Float - 0.60% i.e. 8.70% p.a. at present. | | | | | | | | | | | | | | | |
| B | UCO Float - 0.10% i.e. 9.20% p.a. at present. | UCO Float - 0.50% i.e. 8.80% p.a. at present. | UCO Float - 0.25% i.e. 9.05% p.a. at present. | | | | | | | | | | | | | | | |
| C | UCO Float + 1.60% i.e. 10.90% p.a. at present. | UCO Float + 0.60% i.e. 9.90% p.a. at present. | UCO Float + 1.10% i.e. 10.40% p.a. at present. | | | | | | | | | | | | | | | |



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| | | <p>➤ In case of default in repayment/ delay in repayment/non-compliance of terms of sanction, penal charge (on outstanding amount) @ 2% + GST on yearly basis shall be charged. Default charges to be calculated on daily basis for the entire period of irregularity.</p> |
| 16 | Concession in ROI | <p>1% interest Concession (subject to not lending below Repo Rate as applicable) is available during the moratorium period, in such of those cases where interest has been serviced regularly every month (i.e. serviced by end of the following month) during the moratorium period.</p> <ul style="list-style-type: none"> ➤ Available for all loans irrespective of the amount ➤ The above concession is to be released at the beginning of the succeeding financial year by way of credit to loan account ➤ Adjustment for the broken period to be done after moratorium but before commencement of repayment period ➤ In any year during moratorium period if interest is not serviced, the borrower will not be entitled for any interest concession for the remaining tenure of the moratorium period. ➤ Branch head will be the competent authority to allow the concession. |
| 17 | Insurance | <ul style="list-style-type: none"> ➤ All Education Loan Student Borrowers' Life should be covered under the Group Credit Life Insurance Product of Bank's Channel Partner for the entire tenure of the Loan. ➤ The assignment form should be collected from the insured borrower in case of all existing and new accounts and should be kept along with the loan documents along with DOGH (declaration of good health) & the proof of age. ➤ Relaxation for insurance coverage of student borrower may be allowed by ZLCC on case to case basis, upon receipt of request from student/parents. |
| 18 | Second Loan | <ul style="list-style-type: none"> ➤ A student who has availed Educational Loan from any UCO Bank branch may be permitted to avail the second loan within the moratorium period of first loan/after completion of the moratorium period of the first loan. ➤ When the second loan will be sanctioned to pursue further courses, the following points should be taken into consideration: <ul style="list-style-type: none"> • Employability and future income of the students after completion of second course would be sufficient to cover combined loan repayment • In case second loan is sanctioned within moratorium of first loan, servicing of the entire accumulated interest of first loan shall be optional and may be allowed to be added to the Principal • In case of sanction of second loan after moratorium of first loan, the first loan account shall be regular on the date of sanction of second loan • First loan outstanding to be transferred to the second loan to have only one loan account. • In such cases, the repayment of the combined loan will commence one year after completion of the second course, or 6 months after taking up a job whichever is earlier. • Fresh documents to be executed with aggregate limit of the first and second loan • Requirements of collateral Security and third-party guarantee shall be based on the aggregate loan limit of the first and second |



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| | | <p>loan. Any collateral security in the first loan would continue irrespective of security requirements on the second loan.</p> <ul style="list-style-type: none"> • A student who has availed Educational Loan from any other Bank will not be permitted to avail the second loan from our Bank. • In case where the second loan is granted, the first loan account will have to be transferred to the disbursing branch prior to disbursement in the loan. <p>For 2nd Loan to existing UCO Educational Loan Borrower All loans to be invariably processed/sanctioned (as per delegated lending power) by Retail Loan Hub irrespective of loan amount.</p> |
| 19 | Take over | <p>Education loans satisfying all the guidelines of UCO Udaan Scheme shall be eligible for take over subject to fulfillment of following conditions-</p> <ol style="list-style-type: none"> a. Loan account backed by Collateral Security at existing level. b. Student borrower has completed the course and placed on a suitable job with ability to repay the EMI of the existing loan. c. Default less/regular repayment for a minimum post moratorium period of 12 months in the books of existing lender. Where the account has run over 12 months with the existing lender, the entire period should be default less and no installment and/or interest shall remain overdue. d. The account is standard asset with the existing lender e. Proposal with prior take-over history shall not be eligible for finance. f. Account is standard as on date of takeover and never restructured / re-phased. g. After all statutory deductions, existing and proposed EMI obligation, net take home pay of the borrower should not be less than 40% of Gross monthly income. h. Repayment period of the proposed loan cannot be greater than residual repayment period available in the loan to be taken over. |
| 20 | Documents to be obtained for Take over loans. | <ol style="list-style-type: none"> a. The loan sanction/arrangement letter. b. Certificate issued by the existing Bank listing the details of the security documents deposited by the borrower. c. The statement of account of the loan from the date of sanction. d. Foreclosure letter containing the amount of take-over. e. Letter for takeover as per Bank's format (encl.). f. Confirmation that other bank/financial institution has created an equitable mortgage over the property and the related documents are in their possession and commitment of the Bank/Fl in respect of release of security. g. Fresh valuation of the collateral security to be obtained from our empanelled valuer as per bank's extant guidelines. h. Legal opinion about the collateral security from our empanelled lawyer as per Bank's extant guidelines. |
| 21 | Quantum of finance in case of take – over | <p>Maximum permissible loan amount would be lower of-</p> <p>(a) Balance outstanding in the loan to be taken over or (b) Eligible loan amount depending on Value of the collateral security.</p> |
| 22 | Multiple Loan | <p>➤ Two or more wards of a parent/guardian may be individually sanctioned Education Loan as per their eligibility subject to fulfilling all</p> |



| | | <p>other terms & conditions of Education loan.</p> <p>➤ Each Educational Loan is given for an individual to be treated as separate unit and not for the family as a unit.</p> | | | | |
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| 23 | Joint Borrower | <p>The joint borrower should normally be parent/guardian of the student borrower & in case of a married person; joint borrower can be either spouse or the parent/parents-in-law.</p> <p>Wherever parents are not there i.e., both the parents are deceased or their whereabouts are not known or orphaned otherwise, major sibling/relative/suitable third parties acceptable to the Sanctioning Authority may be considered as co-borrower.</p> | | | | |
| 24 | Sanctioning Authority and Delegated Power | <table border="1"><thead><tr><th>Authority</th><th>Lending Power</th></tr></thead><tbody><tr><td>RLH Head</td><td>75 lakh</td></tr></tbody></table> <p>➤ All loans up to the delegated lending power of Retail Loan Hub, to be invariably sanctioned by Retail Loan Hub.</p> <p>➤ The proposals falling beyond the sanctioning power of Retail Hub Head would be approved and sanctioned by ZLCC. Retail Hub will process and recommend the proposals falling beyond their sanctioning powers to ZLCC for sanction.</p> <p>➤ An Education Loan proposal can be rejected by the sanctioning authority only with the concurrence of the next higher authority.</p> | Authority | Lending Power | RLH Head | 75 lakh |
| Authority | Lending Power | | | | | |
| RLH Head | 75 lakh | | | | | |
| 25 | Disbursement | <p>The loan to be disbursed in stages as per requirement/demand directly to the Institutions/Vendors of equipments/ instruments to the extent possible. Installment may be released in cases where students are allowed by the Institute to keep terms, in case of failure in one or two subjects in earlier terms or where progress report may not be ready with Institute and the students are required to pay next term's fee.</p> | | | | |
| 26 | Loan Documentation | <p>a) Agreement between Bank, borrower & guarantor (wherever applicable) as per A49B</p> <p>b) The loan document should be executed by both the student and the Joint borrower(s).</p> <p>c) Other relevant documents as per nature of securities offered</p> <p>d) Education loan application form.</p> <p>e) A declaration/an affidavit from the applicant to be obtained confirming that he has not availed Education loans from any other institute/Bank & there is no outstanding education loan in his name.</p> | | | | |
| 27 | Processing Charge | No processing/upfront charges | | | | |
| 28 | Documentation Charge | NIL | | | | |
| 29 | VLP enrolment charge | In terms of extant guidelines of the scheme, a VLP enrolment charge of Rs.100/- + 18% GST is to be borne by the student subject to change, whose application has been sanctioned & disbursed by the Bank. | | | | |



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| 30 | Prepayment charges | Nil |
| 31 | CIBIL/CRIF | Pulling of CIBIL/CRIF (as applicable) of Applicant/Co-Applicant/ Guarantor is mandatory. |
| 32 | CIBIL/CRIF Report Pulling Charges | Consumer Report with score- Rs.150/- + GST. (Refer: Circular no. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines and subject to revision from time to time). |
| 33 | Disposal of Loan application | <ul style="list-style-type: none"> ➤ Loan applications have to be disposed of in the normal course within a period of 15 days. ➤ Applications to be received through Vidya Lakshmi Portal only and ensure that no physical application will be accepted. ➤ After receipt of the Loan application Branch will compulsorily contact the applicant over the phone and through e-mail where such address has been provided. Branch should inform the applicant about receipt of the Education Loan application and guide her about loan scheme and documents required for further processing of loan application. ➤ After scrutiny of the application form and documents, Branches should obtain other relevant documents/papers for processing of the application. ➤ All the proposals will be processed by the Branch on merit basis within stipulated time frame as per Bank's extant guidelines. ➤ However, for better tracking of students after study period student's file may be kept with or transferred to the branch nearest to the residence of parents. ➤ Any Education Loan proposal can be rejected by branches/ other sanctioning authority only with the concurrence of the next higher authority. ➤ Further, all cases of sanctioning of Education loan subsequent to receipt of complaint to be personally reviewed by the Zonal Head to find out if the loan application was earlier returned in violation of banks guidelines and suitable disciplinary action as deemed fit to be initiated against the erring official. <p><u>For detailed guidelines on Processing of Education Loans through Vidya Lakshmi Portal refer following Circulars</u></p> <p>CHO/RBD/14/2016-17 dated 17/06/16 CHO/RBD/44/2017-18 dated 01/02/18 CHO/RBD/35/2022-23 dated 21/09/22</p> |
| 34 | Interest Subsidy under CSIS Scheme | Not eligible for Interest subsidy under CSIS scheme |
| 35 | Staff Related Cases | <p>Children/Relatives of staff members shall be allowed to avail loans under UCO Udaan Education Loan scheme.</p> <p>The procedure and sanctioning authority for all such loans to children/relatives of staff members shall be as under:</p> <ul style="list-style-type: none"> ➤ The Loans under UCO Udaan Education Loan Scheme shall be applied by children/relatives of Bank's staff directly to the branch from where she wants to avail the loan. However, the loan proposals of relatives of Bank's staff shall be sanctioned by sanctioning authority |



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| | | <p>not below ZLCC.</p> <ul style="list-style-type: none"> ➤ The employee whose child's/relative's loan proposal is under consideration should not be involved in the sanction process i.e. raising PSVRs, recommending the proposal to RLH/ZLCC etc. or member of ZLCC for the said Loan Proposal. ➤ Loans of children/relatives of ZLCC Head i.e. Zonal Manager will be sanctioned by next level Credit Approval Committee i.e. HLCC-GM. ➤ Loans sanctioned to children/relatives of Senior Staff (Scale IV and above) under the scheme, shall be reported to Head Office Credit Monitoring Department on quarterly basis for onward submission to Board. |
| 36 | Credit Score Requirement | To be guided by HO circular No. – CHO/RM/48/2023-24 dated 28.02.2024 on Guidelines on Credit Information Report – consumer/commercial. |
| 37 | Scheme Code | L734U |
| 38 | Documents required | <p>Student-applicant:</p> <ul style="list-style-type: none"> a. Proof of Identity and Address as per KYC norms. b. Proof of Academic Records. c. Proof of admission: Offer Letter or Admission Letter from the Institution. d. Statement of cost of study / schedule of expenses. e. Passport-size photographs. f. Previous / existing loan, if any, from Banks/Lenders, Branch to obtain suitable documentary evidence. g. Passport to be mandatorily submitted. h. Aadhaar i. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. j. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. <p>Co-applicant/Guarantor:</p> <ul style="list-style-type: none"> a. Proof of Identity and address as per KYC norms. b. Passport-size photographs. c. Previous/ existing Loans, if any, from Banks/ Lenders, branch to obtain suitable documentary evidence. d. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. e. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. |
| 39 | Follow Up & Tracking of Students | <p>Branch to contact college/university authorities to send progress report at regular intervals in respect of the student and also the current residential status from parents/guardian.</p> <p>Following methods to be adopted for tracking of student borrowers by branches/offices:</p> <ul style="list-style-type: none"> ➤ E-mail ID, Address, Mobile/Phone numbers/Social media account details, etc. of the Student & Co-Borrowers are to be obtained at the time of sanction and must be updated during each disbursement and kept on record. ➤ For future tracking, copy of PAN card & Aadhaar card of student/Parents/Co-Borrower(s) to be obtained mandatorily. |



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| | | <ul style="list-style-type: none"> ➤ In case PAN is not available during sanction, the same must be obtained before 1st disbursement. ➤ Collecting, without fail, the Progress Report of the students for the previous year when the student approaches Bank for release of subsequent installment of loan and also updating the latest address/Mobile Number and e-mail Id etc. ➤ Contacting Colleges/Institutions from where the students passed out and finding out from the Student Alumni/Old Student association about the current contact address/employment status of the student borrowers. ➤ We may request the Educational Institutes about the academic achievements and placement details of the student borrowers wherever campus recruitments take place, which will also help in tracking the students. ➤ Contacting the Parent/Guarantor/Co-borrower personally at their given address to ascertain the movement of student and his/her employment status. ➤ Taking up with the concerned employers wherever considered necessary. ➤ In cases where there is tie-up with the Institute to provide educational loans to their students, ZO/branches shall undertake annual review of the asset quality of educational loans to the students of the concerned institute. ➤ Inspection of the collateral security (wherever applicable) to be conducted by the disbursing branch at least once in a year. ➤ Branch to invariably obtain employment details of the student after completion of the course. |
| 40 | Relaxations allowed | <ol style="list-style-type: none"> 1. Relaxation on obtaining life insurance of the student borrower may be allowed by ZLCC on case to case basis. 2. Relaxation in stipulated collateral security up to 50%, may be allowed by ZLCC on merit basis. |



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UCO ASPIRE - NEW (for studies abroad)

| S. No. | Particulars | Guidelines |
|--------|------------------------------|---|
| 1 | Eligibility | <ul style="list-style-type: none"> ➤ Should be Indian National including Non Resident Indians. ➤ Secured admission to a higher education course abroad through Entrance test or selection process after completion of HSC (10 plus 2 or equivalent) ➤ However, regarding recognized selection process, in case of Institutes where process of selection is based on percentage of marks obtained in the qualifying examination, same shall be treated as recognized selection process. |
| 2 | Age Limit | No minimum and maximum age criteria. |
| 3 | Eligible Courses | <p><u>Loan for Studies Abroad</u></p> <ol style="list-style-type: none"> 1. Graduation: For job oriented professional/technical courses like engineering, science & Technology, medicine, etc. offered by reputed universities. 2. Post-Graduation: MCA, MBA, MS, MD, Aeronautical Engineering, Space Research, Medical Science, etc. 3. Courses conducted by CIMA-London, CPA in USA etc. 4. Degree/diploma courses like aeronautical, pilot training, shipping etc. provided these are recognized by competent regulatory bodies in India/abroad for the purpose of employment in India/abroad. <p>All existing courses offered by Institutes/ Universities with world ranking up to 1500 shall be considered for studies abroad. World ranking of Institutes/Universities as available in the website <u>www.webometrics.info</u> to be referred for the purpose.</p> <p>Note: No online course will be eligible under this scheme.</p> |
| 4 | Expenses Considered for Loan | <p>To extend finance for meeting the following expenses:</p> <ol style="list-style-type: none"> a. Fees for the course/Examination/Library/Laboratory b. Expenses towards Purchase of Books/Stationery & Equipment/ Instrument/Journals/Uniforms. c. Caution deposit/Building fund/Refundable deposit supported by Institution bills/receipts. d. Travel expenses/passage money for studies as a part of curriculum e. Hostel charges/Boarding cost run by Institutions/Private Hostel/Paying Guest Accommodation etc. f. Purchase of Computers - essential for completion of the course. g. Any other expenses required to complete the course like study tours, project work, thesis etc. h. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation. <ul style="list-style-type: none"> ➤ Caution deposit, building fund/refundable deposit supported by Institution bills/receipts amount shall not exceed 10% of the total tuition fees for the entire course. |



| | | <ul style="list-style-type: none">➤ Expenses towards purchase of Books/Equipment/Instruments/Uniforms plus cost of computer plus other expenses like study tours, project work, thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course.➤ In certain cases, where the student/parents are required to deposit a part of the admission fee etc. at the time of selection/admission. In such cases reimbursement of fees may be permitted. In that case Sanctioning Authority has to satisfy about the expenses already incurred by verifying the bills/receipts.➤ Insurance Premium for student borrower, if requested for finance. | | | | |
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| 5 | Loan Amount | Need based requirement subject to repaying capacity of parents / students (subject to compliance of exchange control regulations). | | | | |
| 6 | Assessment of Loan Amount | <p>While assessing the loan amount, the following to be kept in mind –</p> <ul style="list-style-type: none">a. Prospect of Future employmentb. Expected realizable incomec. Interest for the total periodd. In case where the co-borrower/parents do not give undertaking to service Interest during the moratorium period; Assessment of loan amount should be based on the maximum repayment period allowed.e. While computing loan required, scholarships, fee waiver etc., if any available to the student borrower may be taken into account. | | | | |
| 7 | Margin | <ul style="list-style-type: none">➤ Margin – 10 % - if security offered is more than 150% of loan amount. 15% - if security offered is 100% to 150% of loan amount.➤ Margin to be brought in on year to year basis at the time of disbursement➤ Scholarship to be included in margin <p>Note: If the amount of scholarship is already received before disbursement, the installment amount will be proportionately reduced in proportion to the amount of scholarship received.</p> <p>However, if the scholarship is received after the disbursement of the installment, the scholarship amount should be remitted to the branch and the same should be credited to the loan account. Student should provide an undertaking in this regard.</p> | | | | |
| 8 | Parent's/ Family Income | No such stipulation. | | | | |
| 9 | Security and Accepted valuation. | <ul style="list-style-type: none">➤ Co-obligation of Parents/ spouse/guardian.➤ Tangible collateral security as under: <table><tr><th>Type of Borrower</th><th>Security value</th></tr><tr><td>Loan sanctioned for studies in Top 200 Universities/Colleges/Institutes as per Webometrics.</td><td>100% of loan amount</td></tr></table> | Type of Borrower | Security value | Loan sanctioned for studies in Top 200 Universities/Colleges/Institutes as per Webometrics. | 100% of loan amount |
| Type of Borrower | Security value | | | | | |
| Loan sanctioned for studies in Top 200 Universities/Colleges/Institutes as per Webometrics. | 100% of loan amount | | | | | |



| | | <table><tr><td>Children of our existing regular Home Loan Borrower/Bank's Staff</td><td>100% of loan amount</td></tr><tr><td>Others</td><td>110% of loan amount</td></tr></table> <p>The security in the form of Non-Agricultural Land with Building there upon/NSC/KVP/ Life Insurance Policy, Bank deposits in the name of student/parent/guardian or any other third party with suitable margin as applicable and such other tangible liquid securities as may be deemed appropriate by the sanctioning authority subject to the margins stipulated in the scheme for finance against the securities concerned.</p> <table><tr><th>Type</th><th>Reckoned Value</th></tr><tr><td>Own Bank Deposit (TDR/ RD) NSC/KVP</td><td>Face value plus accrued Interest if any.</td></tr><tr><td>Life Insurance Policy</td><td>Surrender value</td></tr><tr><td>Land with Building</td><td>Realizable Value</td></tr></table> <ul style="list-style-type: none">➤ Where the Land & Building there upon is already mortgaged, the unencumbered portion can be taken as security by way of an extension of charge provided that covers the required loan amount.➤ If the Collateral Security is in the name of third Party, Guarantee of the third party is to be taken.➤ Relaxation in stipulated collateral security up to 50% may be allowed by ZLCC on merit basis.➤ No collateral security is required for education loans up to Rs.15 lakh, availed by children of staff. | Children of our existing regular Home Loan Borrower/Bank's Staff | 100% of loan amount | Others | 110% of loan amount | Type | Reckoned Value | Own Bank Deposit (TDR/ RD) NSC/KVP | Face value plus accrued Interest if any. | Life Insurance Policy | Surrender value | Land with Building | Realizable Value |
|--|--|---|--|---------------------|--------|---------------------|------|----------------|------------------------------------|--|-----------------------|-----------------|--------------------|------------------|
| Children of our existing regular Home Loan Borrower/Bank's Staff | 100% of loan amount | | | | | | | | | | | | | |
| Others | 110% of loan amount | | | | | | | | | | | | | |
| Type | Reckoned Value | | | | | | | | | | | | | |
| Own Bank Deposit (TDR/ RD) NSC/KVP | Face value plus accrued Interest if any. | | | | | | | | | | | | | |
| Life Insurance Policy | Surrender value | | | | | | | | | | | | | |
| Land with Building | Realizable Value | | | | | | | | | | | | | |
| 10 | Repayment | <ul style="list-style-type: none">➤ Repayment Period: Up to 15 years.➤ No prepayment penalty will be levied for prepayment of loan any time during the repayment period➤ Repayment holiday/Moratorium: Course period + 6 months post completion of course.➤ The interest accrued during the repayment holiday period to be added to the principal & repayment of EMI to be fixed accordingly.➤ If the student is not able to complete the course within the scheduled time for reasons beyond his/her control, extension of time for completion of course may be permitted by sanctioning authority for a maximum period of 2 years.➤ In case the student discontinues the course midway, appropriate repayment schedule will be worked out by the Bank in consultation with the student/parents➤ Certificate shall be obtained from the Institute where the student is pursuing the course, informing reason for extension of course period or discontinuance of the course to enable the sanctioning authority to take appropriate decision on the matter. | | | | | | | | | | | | |



| | | <p>➤ While EMI based repayment is the generally accepted practice, many times the salary levels at the start of the career may not facilitate comfortable payment of EMI in certain cases (e.g. professionals like Doctors). Based on merit of the case, telescoping of repayment with stepped up installments with passage of time may be considered, on case to case basis, by the Sanctioning Authority.</p> | | | | | | | | | | | | |
|---------------------|--|--|---------------------|------------------------------------|---------------------------------------|-----------|--|--|---------|--|--|----------|--|--|
| 11 | Additional moratorium | <p>➤ If the student borrower fails to get a job or good income (unemployment / underemployment) after completing the course, moratorium period may be extended for additional one & half years in three spells (not exceeding six months each) during life cycle of the loan & the same will be included in the terms and conditions of the loan agreement.</p> <p>➤ Such accounts are not to be treated as restructured education loan accounts.</p> <p>➤ However, a higher provisioning of 5% is required during the said additional moratorium period and one year thereafter.</p> <p>➤ A request letter from the student and co-borrower should be obtained before considering extending the moratorium period. On receipt of the request letter a suitable letter to be exchanged with the borrower/guarantor as per the specimen enclosed to this circular and acknowledged copy must be obtained.</p> <p>(Refer: Circular No. CHO/RBD/60/2016-17 dated 02/02/2017 for detailed guidelines. Subject to revision from time to time).</p> | | | | | | | | | | | | |
| 12 | Rate of Interest | <table border="1"> <thead> <tr> <th>Webometrics Ranking</th><th>A With at least 100% collateral</th><th>B With less than 100% collateral *</th></tr> </thead> <tbody> <tr> <td>UP TO 200</td><td>UCO Float - 0.35% i.e. 8.95% p.a. at present.</td><td>UCO Float - 0.15% i.e. 9.15% p.a. at present.</td></tr> <tr> <td>201-500</td><td>UCO Float - 0.25% i.e. 9.05% p.a. at present.</td><td>UCO Float i.e. 9.30% p.a. at present.</td></tr> <tr> <td>501-1500</td><td>UCO Float i.e. 9.30% p.a. at present.</td><td>UCO Float + 0.50% i.e. 9.80% p.a. at present.</td></tr> </tbody> </table> <p>*Waiver in collateral security stipulation up to 50% can be allowed by ZLCC.</p> <p>Note:</p> <p>For loans to children of staff without collateral, a concession of 0.15% i.e. 15 BPS shall be allowed over and above the applicable card rate i.e. B - Loan is with less than 100% collateral.</p> <p>Interest to be charged at rate linked to the UCO Float Rate (Simple interest to be charged during the Repayment holiday/Moratorium period.</p> <p>➤ Servicing of interest during moratorium period is optional.</p> <p>➤ Accrued interest will be added to the principal amount borrowed while fixing EMI for repayment.</p> | Webometrics Ranking | A With at least 100% collateral | B With less than 100% collateral * | UP TO 200 | UCO Float - 0.35% i.e. 8.95% p.a. at present. | UCO Float - 0.15% i.e. 9.15% p.a. at present. | 201-500 | UCO Float - 0.25% i.e. 9.05% p.a. at present. | UCO Float i.e. 9.30% p.a. at present. | 501-1500 | UCO Float i.e. 9.30% p.a. at present. | UCO Float + 0.50% i.e. 9.80% p.a. at present. |
| Webometrics Ranking | A With at least 100% collateral | B With less than 100% collateral * | | | | | | | | | | | | |
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| 201-500 | UCO Float - 0.25% i.e. 9.05% p.a. at present. | UCO Float i.e. 9.30% p.a. at present. | | | | | | | | | | | | |
| 501-1500 | UCO Float i.e. 9.30% p.a. at present. | UCO Float + 0.50% i.e. 9.80% p.a. at present. | | | | | | | | | | | | |



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| | | one or two subjects in earlier terms or where progress report may not be ready with institute when students have to pay fees for the next terms, in such cases loan installment may be released. |
| 19 | Take over | <p>Education loans satisfying all the guidelines of UCO Aspire Scheme shall be eligible for take over subject to fulfillment of following conditions-</p> <ol style="list-style-type: none"> Loan account backed by Collateral Security at existing level. Student borrower has completed the course and placed on a suitable job with ability to repay the EMI of the education loan. Default less/regular repayment for a minimum post moratorium period of 12 months in the books of existing lender. Where the account has run over 12 months with the existing lender, the entire period should be default less and no installment and/or interest shall remain overdue. The account is standard asset with the existing lender Proposal with prior take-over history shall not be eligible for finance. Account is standard as on date of takeover and never restructured / rephased. After all statutory deductions, existing and proposed EMI obligation, net take home pay of the borrower should not be less than 40% of Gross monthly income. Repayment period of the proposed loan cannot be greater than residual repayment period available in the loan to be taken over. |
| 20 | Documents to be obtained for Take over loans. | <ol style="list-style-type: none"> The loan sanction/arrangement letter; Certificate issued by the existing Bank listing the details of the security documents deposited by the borrower. The statement of account of the loan from the date of sanction Foreclosure letter containing the amount of take-over. Letter for takeover in Bank's format (encl.). Confirmation that other bank/financial institution has created an equitable mortgage over the property and the related documents are in their possession and commitment of the Bank / FI in respect of release of security. Fresh valuation of the collateral security to be obtained as per Bank's extant guidelines. Legal opinion about the collateral security from our empanelled lawyer as per Bank's extant guidelines. |
| 21 | Quantum of finance in case of take -over | <p>Maximum permissible loan amount would be lower of-</p> <p>(a) Balance outstanding in the loan to be taken over or (b) Eligible loan amount depending on Value of the collateral security.</p> |
| 22 | Loan Documentation | <ul style="list-style-type: none"> ➤ Agreement between Bank, Borrower(s) & Guarantor as per A49B. ➤ The Loan Document should be executed by both the Student and the Joint Borrower(s). ➤ Other relevant documents as per nature of securities offered. ➤ Revised Education Loan Application Form. ➤ A declaration/an affidavit from the applicant to be obtained |

| | | <p>In case of default in repayment/ delay in repayment/non-compliance of terms of sanction, penal charge (on outstanding amount) @ 2% + GST on yearly basis shall be charged.</p> <p>Default charges to be calculated on daily basis for the entire period of irregularity.</p> | | | | |
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| 13 | Insurance | <ul style="list-style-type: none">➤ All Education Loan Student Borrowers' Life should be covered under the Group Credit Life Insurance Product of Bank's Channel Partner for the entire tenure of the Loan.➤ The assignment form should be collected from the insured borrower in case of all existing and new accounts and should be kept along with the loan documents along with DOGH (declaration of good health) & the proof of age.➤ Relaxation for insurance coverage of student borrower may be allowed by ZLCC on case to case basis, upon receipt of request from student/parents.➤ If the student borrower is not interested to be covered, Branches must take "not interested" declaration from the Borrower. | | | | |
| 14 | Multiple loan | <ul style="list-style-type: none">➤ Two or more wards of a parent/guardian may be individually sanctioned Education Loan as per their eligibility subject to fulfilling all other terms & conditions of Education loan.➤ Each Educational Loan sanctioned to an individual to be treated as separate unit and not for the family as a unit. | | | | |
| 15 | Joint Borrower | <ul style="list-style-type: none">➤ The joint borrower should normally be parents/guardian of the student borrower & in case of a married person, joint borrower can be either spouse or the parents/parents-in-law.➤ Wherever parents are not there i.e., both the parents are deceased or their whereabouts are not known or orphaned otherwise, major sibling/relative/suitable third parties acceptable to the Sanctioning Authority may be considered as co-borrower. | | | | |
| 16 | Sanctioning Authority and Delegated Power | <table border="1"><thead><tr><th>Authority</th><th>Lending Power</th></tr></thead><tbody><tr><td>RLH Head</td><td>75 lakh</td></tr></tbody></table> <ul style="list-style-type: none">➤ All loans up to delegated lending power of RLH Head are to be invariably sanctioned by Retail Loan Hub.➤ Proposals falling beyond the sanctioning power of RLH Head would be approved and sanctioned by ZLCC. RLH will process and recommend the proposals falling beyond their sanctioning powers to ZLCC for sanction.➤ Education Loan proposal can be rejected by the sanctioning authority only with the concurrence of next higher authority. | Authority | Lending Power | RLH Head | 75 lakh |
| Authority | Lending Power | | | | | |
| RLH Head | 75 lakh | | | | | |
| 17 | Scheme Code | L734E | | | | |
| 18 | Disbursement | <p>The loan to be disbursed:</p> <ul style="list-style-type: none">➤ In stages as per requirement/demand directly to the Institutions, Vendors of equipments/ instruments to the extent possible.➤ Where institutions permit students to keep term deposits, the bank should ensure the security of failure in | | | | |



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| | | confirming that he has not availed Education loans from any other institute/Bank & there is no outstanding education loan in his name. |
| 23 | Processing Charges | <p>Processing Fee of 0.50 % of Loan amount subject to maximum of Rs.10,000/- + applicable GST.</p> <p>In addition, the student applicant may be required to pay fee/charges, if any levied by third party service providers who operate common portal for lodging loan applications.</p> <p>Processing charges are waived for Children of Staff. However, he/she may be required to pay fee/charges, if any levied by third party service providers who operate common portal for lodging loan applications.</p> |
| 24 | Prepayment charges | Nil. |
| 25 | Documentation Charges | <p>Up to Rs.25,000/- : Nil Above Rs.25,000/-: Rs.250/- per Lac subject to maximum* Rs.25,000/-</p> <p>(Refer: Circular No. CHO/RBD/22/2021-22 dated 24/08/2021 for detailed guidelines and subject to revision from time to time).</p> <p>Documentation charges are waived for Children of Staff.</p> |
| 26 | VLP enrolment charge | In terms of extant guidelines of the scheme, a VLP enrolment charge of Rs.100/- + 18% GST is to be borne by the student subject to change, whose application has been sanctioned & disbursed by the Bank. |
| 27 | Capability Certificate | <p>Branch Head can issue the capability certificate for students going abroad for higher studies. For this, financial and other supporting documents may be obtained from applicants, if required.</p> <p>(Some of the foreign universities require submission of certificate by students from their bankers about the sponsors' solvency/financial capability, with a view to ensure that the sponsor of the students going abroad for higher studies are capable of meeting the expenses till completion of studies).</p> |
| 28 | CIBIL/CRIF | Pulling of CIBIL/CRIF (as applicable) of Applicant/Co-Applicant/Guarantor is mandatory. |
| 29 | CIBIL/CRIF Report Pulling Charges | <p>Consumer Report with score- Rs.150/- + GST.</p> <p>(Refer: Circular no. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines and subject to revision from time to time).</p> |
| 30 | Disposal of Loan application | <p>Loan applications have to be disposed off in the normal course within a period of 15 days from the date of receipt of application and other requisite documents.</p> <ul style="list-style-type: none"> ➤ Applications to be received directly through Vidya Lakshmi Portal. ➤ After receipt of the loan application Branch will compulsorily contact the applicant over the phone and through e-mail where such address has been provided. Branch should inform the applicant |



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| | | <p>about receipt of the education loan application and should guide applicant about the loan scheme and documents required for further processing of loan application.</p> <ul style="list-style-type: none"> ➤ A declaration/an affidavit confirming that no loans are availed from other banks for the same purpose, is to be obtained. ➤ After scrutiny of the application form and documents, branch will obtain other relevant documents/papers for processing of the application. ➤ All the proposals will be processed by the branch on merit basis within stipulated time frame as per Bank's extant guidelines. ➤ Further, all cases of sanctioning of Education loan subsequent to receipt of complaint to be personally reviewed by the Zonal Head to find out if the loan application was earlier returned in violation of Bank's guidelines and suitable disciplinary action as deemed fit to be initiated against the erring official. |
| 31 | Concession in ROI | <p>a) 1% interest Concession is available during the moratorium period, in cases where interest has been serviced regularly every month during the moratorium period.</p> <ul style="list-style-type: none"> ➤ Available for all loans irrespective of the amount. ➤ The above concession is to be released at the beginning of the succeeding financial year by way of credit to the loan account. ➤ Adjustment for the broken period to be done after moratorium but before commencement of repayment period. ➤ In any year during moratorium period if interest is not serviced, the borrower will not be entitled for any interest concession for that financial year. ➤ Branch head will be the competent authority to allow the concession. <p>b) Applicable card rate for female applicants shall be 10 BPS lower than the card rate mentioned in S. No. 12 Rate of Interest.</p> |
| 32 | Interest subsidy under CSIS | Loan under this scheme is not eligible for interest subsidy under CSIS. |
| 33 | Staff Related Cases | <p>Children/Relatives of staff members shall be allowed to avail loans under UCO Aspire Loan scheme.</p> <p>The procedure and sanctioning authority for all such loans to children/relatives of staff members shall be as under:</p> <ul style="list-style-type: none"> ➤ The Loans under UCO Aspire Scheme shall be applied by children/relatives of Bank's staff directly to the branch from where he/she wants to avail the loan. However, the loan proposals of relatives of Bank's staff shall be sanctioned by sanctioning authority not below ZLCC. ➤ The employee whose child's/relative's loan proposal is under consideration should not be involved in the sanction process i.e. raising PSVRs, recommending the proposal to RLH/ZLCC etc. or member of ZLCC for the said Loan Proposal. ➤ Loans of children/relatives of ZLCC Head i.e. Zonal Manager will be sanctioned by next level Credit Approval Committee i.e. HLCC-GM. ➤ Loans sanctioned to children/relatives of Senior Staff (Scale IV and |

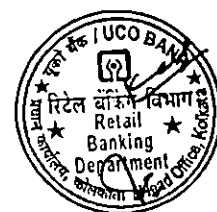


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| | | above) under the scheme, shall be reported to Head Office Credit Monitoring Department on quarterly basis for onward submission to Board. |
| 34 | Second Loan | <p>Students who have availed Loan under any Education Loan Scheme from any Branch of the Bank, may be permitted to avail the second loan under this scheme required for their better prospects/higher studies.</p> <p>At the time of sanctioning second loan the following points should be taken into consideration:</p> <ul style="list-style-type: none"> ➤ First loan outstanding would be transferred to the second loan to have only one new loan account. ➤ After opening of the second loan, the first loan would be closed by transfer of outstanding balance from second loan ➤ In such cases, the repayment of the combined loan will commence one year after completion of the second course ➤ Branches/Offices to ensure that Employability and future income of the students after completion of second course would be sufficient to cover Installments of second loan ➤ Requirements of collateral Security and third-party guarantee shall be based on the aggregate loan limit of the first and second loan. Any collateral security in the first loan would continue irrespective of security requirements on the second loan. |
| 35 | Credit Score Requirement | To be guided by HO circular No. 10513 CHO/RM/48/2023-24 dated 28.02.2024 on Guidelines on Credit Information Report – consumer/commercial. |
| 36 | Documents required | <p>Student-applicant:</p> <ol style="list-style-type: none"> a. Proof of Identity and Address as per KYC norms. b. Proof of Academic Records. c. Proof of admission: Offer Letter or Admission Letter from the Institution. d. Statement of cost of study / schedule of expenses. e. Passport-size photographs. f. Previous / existing loan, if any, from Banks/Lenders, Branch to obtain suitable documentary evidence. g. Passport to be mandatorily submitted. h. Aadhaar i. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. j. Any other document as specified from time to time as per scheme guidelines/ Bank's extant guidelines. <p>Co-applicant/Guarantor:</p> <ol style="list-style-type: none"> a. Proof of Identity and address as per KYC norms. b. Passport-size photographs. c. Previous/ existing Loans, if any, from Banks/ Lenders, Branch to obtain suitable documentary evidence. d. Pan Card is a mandatory document and to be submitted along-with application or before 1st disbursement. e. Any other document as specified from time to time as per scheme |



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| | | guidelines/ Bank's extant guidelines. |
| 37 | Follow Up/Monitoring | <p>Following methods to be adopted for tracking of student borrowers by branches/offices:</p> <ul style="list-style-type: none"> ➤ E-mail ID, Address, Mobile/Phone numbers/Social media account details, etc. of the Student & Co-Borrowers are to be obtained at the time of sanction and must be updated during each disbursement and kept on record. ➤ Collecting, without fail, the Progress Report of the students for the previous year when he/she approaches Bank for release of subsequent installment of loan and also updating the latest address/Mobile number and E-mail ID etc. ➤ For future tracking, copy of PAN card & Aadhaar card of student/Parents/Co-Borrower(s) to be obtained mandatorily. In case PAN is not available during sanction, the same must be obtained before 1st disbursement. ➤ Contacting Colleges/Institutions from where the students passed out and finding out from the Student Alumni/Old Student Association about the current contact address/employment status of the student borrowers. ➤ Close contact/liason with Educational Institutes for obtaining details of academic achievements and also placement details of the student borrowers wherever campus recruitments take place, which will also help in tracking the students. ➤ Contacting the Parent/Guarantor/Co-borrower personally at their given address to ascertain the movement of student and his/her employment status. ➤ Taking up with the concerned employers wherever considered necessary. ➤ In cases where there is tie-up with the Institute to provide educational loans to their students, ZO/Branches shall undertake annual review of the asset quality of educational loans to the students of the concerned Institute. ➤ Branch to invariably obtain employment details of the student after completion of the course. ➤ SSN (Social Security Number)/Unique Identification Number [UIN]/ Identity Card of the student borrower should be obtained and kept on record. ➤ Branches are required to visit residence of the student/co-borrowers and collateral security (if applicable) at least once in a year. |
| 38 | Relaxations allowed | <ol style="list-style-type: none"> 1. Relaxation on obtaining life insurance of the student borrower, may be allowed by ZLCC on case to case basis. 2. Relaxation in stipulated collateral security up to 50%, may be allowed by ZLCC on merit basis. |

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UCO Skill Loan Scheme

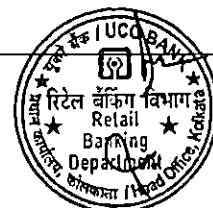
| S. No | Particulars | Existing Guidelines |
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| 1 | Objectives | Skill Loan Scheme aims at providing a loan facility to individuals who intend to take up skill development courses. |
| 2 | Eligibility Criteria | |
| 2.1 | Student Eligibility | <ul style="list-style-type: none"> The applicant should be an Indian National. Have secured admission in a course run by Industrial Training Institutes (ITIs), Polytechnics or in a school recognized by central or State education Boards or in a college affiliated to recognized university, training partners affiliated to National Skill Development Corporation (NSDC)/Sector Skill Councils, State Skill Mission, State Skill Corporation, preferably leading to a certificate/Diploma/Degree issued by such organization as per National Skill Qualification Framework (NSQF). The Government of India / State Governments may, from time to time, notify institutes/organizations for the purpose. |
| 2.2 | Eligible Training Courses | Courses run by above mentioned Training Institutes (in 2.1) aligned to National Skill Qualification Framework (NSQF) shall be covered by the Skill Loan. |
| 2.3 | Course Duration | No minimum course duration. |
| 2.4 | Minimum Age | There is no specific restriction with regard to the age of the student to be eligible for skill loan. However, if the student is a minor, while the parent executes documents for the loan, the bank will obtain a letter of acceptance/ratification from him/her upon attaining majority. |
| 2.5 | Minimum Qualification | As required by the enrolling institutions/organizations as per National Skill Qualification Framework (NSQF). |
| 3 | Quantum of Finance | Minimum: 5,000/- Maximum: 1,50,000/- |
| 4 | Expenses Considered For Loan | a) Tuition/Course fee (to be remitted directly to the institutes) b) Assessment/Examination/Library charges/Laboratory fee c) Caution deposit d) Purchase of books, equipments and instruments. Any other reasonable expenditure found necessary for completion of the course (As, such courses are localized, boarding, lodging may not be necessary. However, wherever it has been found necessary, the same could be considered on merit based on the cost of living in the particular area). |
| 5 | Margin | NIL |
| 6 | Rate of Interest | UCO Float Rate +1.90% i.e. 9.30% + 1.90% presently 11.20% p.a. <ul style="list-style-type: none"> ➤ Simple Interest will be charged during the study period and up to commencement of repayment. ➤ Servicing of interest during study period and the moratorium period till commencement of repayment is optional for students. ➤ 1% interest concession may be provided by the Bank, if interest is serviced during the study period and subsequent moratorium period to commencement of repayment. ➤ In case of default in repayment/ delay in repayment/non-compliance of terms of sanction, penal charge (on outstanding |



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| | | amount) @ 2% + GST on yearly basis shall be charged. ➤ Default charges to be calculated on daily basis for the entire period of irregularity. |
| 7 | Processing Fee | NIL |
| 8 | Documentation Charges | NIL |
| 9 | Credit Score Requirement | To be guided by HO circular No. -CHO/RM/48/2023-24 dated 28.02.2024 on Guidelines on Credit Information Report –consumer/commercial. |
| 10 | CIBIL/CRIF Report Pulling Charges | Consumer Report with score- Rs.150/- + GST. (Refer: Circular no. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines and subject to revision from time to time). |
| 11 | VLP enrolment charge | In terms of extant guidelines of the scheme, a VLP enrolment charge of Rs.100/- + 18% GST is to be borne by the student subject to change, whose application has been sanctioned & disbursed by the Bank.. |
| 12 | Security | <ul style="list-style-type: none"> No collateral or third party guarantee will be taken. However, parents will execute loan documents along with the student borrower as joint borrower. Loans under UCO Skill loan Scheme will be covered under credit guarantee coverage of National Credit Guarantee Trustee Company Ltd. (NCGTC) for all the loans under UCO Skill loan scheme. NCGTC will provide this guarantee at nominal fee of 0.50% of the amount outstanding and provide a cover for a maximum of 75% of the outstanding loan amount (including interest, if any). This guarantee fee will be borne by the Bank. <p>Note: In special cases such as the North Eastern region (NE) and Left Wing Extremism (LWE) affected areas the percentage may be increased on the discretion of NCGTC.</p> |
| 13 | Moratorium Period | <p>Upon completion of the course, repayment will start after a moratorium period as indicated below:</p> <ul style="list-style-type: none"> ➤ For courses of duration up to 1 year – 6 months from the completion of the course. ➤ For courses of duration above 1 year - 12 months from the completion of the course. |
| 14 | Additional moratorium | <ul style="list-style-type: none"> ➤ If the student borrower fails to get a job or good income (unemployment / underemployment) after completing the course, moratorium period may be extended for additional one & half years in three spells (not exceeding six months each) during life cycle of the loan & the same will be included in the terms and conditions of the loan agreement. ➤ Such accounts are not to be treated as restructured education loan accounts. ➤ However, a higher provisioning of 5% is required during the said additional moratorium period and one year thereafter. ➤ A request letter from the student and co-borrower should be obtained before considering extending the moratorium period. On receipt of the request letter a suitable letter to be exchanged with |



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| | | <p>the borrower/guarantor as per the specimen enclosed to this circular and acknowledged copy filed with the documents.</p> <p>(Refer: Circular No. CHO/RBD/60/2016-17 dated 02/02/2017 for detailed guidelines and subject to revision from time to time)</p> |
| 15 | Repayment | <p>The loan will be repaid after the moratorium period as indicated in para 11 in Equated Monthly Installments (EMIs) as follows:</p> <p>a) Loans up to Rs. 50,000 - Up to 3 years</p> <p>b) Loans between Rs. 50,000 to Rs.1 Lac – Up to 5 years</p> <p>c) Loans above Rs. 1 lac - Up to 7 years</p> |
| 16 | Documents | <p>a) Agreement between Bank, borrower & guarantor as per A49B.</p> <p>b) The loan document should be executed by both the student and parent/guardian as joint borrower.</p> <p>c) Statement of Means of Borrower & Co-Borrower.</p> <p>d) UCO Skill Loan Application Form.</p> <p>e) A declaration/an affidavit from the applicant to be obtained confirming that he has not availed Education loans from any other Institute/Bank & there is no outstanding education loan in his/her name.</p> <p>Other relevant documents as required for UCO Education Loan Scheme.</p> |
| 17 | Insurance | Optional at the requirement of the borrower. |
| 18 | Prepayment | <p>No pre-payment Charges.</p> <p>NOTE:</p> <p>In case a student is not able to complete the course because of accident/death/disability the bank may seek a pro-rata reimbursement of the unfinished portion of the course amount from the training institute.</p> |
| 19 | Credit Guarantee Fund Scheme for Skill Development (CGFSSD) | <p><u>Salient Features of Credit Guarantee Fund Scheme for Skill Development</u></p> <ul style="list-style-type: none"> ❖ The credit guarantee coverage will be available for Skill Development Loans having limit up to Rs.1.50 Lacs only, which are sanctioned without any collateral security and third party guarantee. ❖ Every Skill loan should be linked with Aadhaar Number of the borrower ❖ There is an annual guarantee fee of 0.125% per calendar quarter (i.e. 0.50% p.a.) on the quarter end outstanding portfolio balance, which would be absorbed by the Bank. ❖ The guarantee cover would be available for 75% of loan under Default ❖ "Amount in Default" means the balance amount outstanding in the loan account(s) of the student borrower, inclusive of accrued interest, as on the date of the account becoming NPA or on the date of lodgment of claim application, whichever is lower or such other amount as may be specified by the Fund for preferring any claim against the guarantee cover subject to a maximum of 'Guarantee Cover'. |



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| | | <p><u>Guidelines for the Branches:</u></p> <ul style="list-style-type: none"> ❖ Branches are advised to follow the guidelines of UCO Skill loan Scheme while opening the accounts under this scheme, so that none of the Skill loan accounts is ineligible for Credit Guarantee coverage or invocation of the same. ❖ Branches must enter required details of the loan accounts in Finacle system through menu option EDUL, as per the extant guidelines of the Bank for Skill loan scheme. ❖ Branches must enter detail of at least one of the four KYC documents namely PAN Card, Voter ID, Aadhar Card and Driving License of the student borrower through # option (additional details), while opening education loan account for successful implementation of the de-duplication feature. ❖ If any education loan account is declared as NPA, Branches should immediately report the same to respective Zonal Office. ❖ If there is any recovery in the accounts for which guarantee has been invoked and settled after default, Branches have to remit the amount immediately in the CGFSSDL Recovery A/c. <p>Refer Circular No. CHO/RBD/64/2016-17 dated 20/03/2017 for detailed guidelines.</p> |
| 20 | Other Terms & Conditions | All other terms & conditions as applicable to the "UCO Educational Loan Scheme for studies in India & Abroad" will be applicable to this scheme also. |
| 21 | Preventive Measures | <ol style="list-style-type: none"> 1. Proper verification of all KYC documents of Applicant and Co-applicant before sanctioning of loan. 2. Pulling out & scrutiny of CIBIL report of all individuals (Applicant/Co-applicant). 3. PSVR of the borrower/co-borrower should be conducted as per extant guidelines and to be kept with loan documents as per extant guidelines. 4. Obtain Mobile number & E-Mail ID of Applicant/Co-applicant and must be entered in Finacle system. 5. Pan card of the student borrower is to be obtained mandatorily along with the application of loan and if unavailable has to mandatorily submit a copy of PAN at the time of 1st disbursement. |

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LIST A

| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
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| 1 | INDIAN INSTITUTE OF MANAGEMENT (IIM), AHMEDABAD |
| 2 | INDIAN INSTITUTE OF MANAGEMENT (IIM), BANGALORE |
| 3 | INDIAN INSTITUTE OF MANAGEMENT (IIM), CALCUTTA |
| 4 | INDIAN INSTITUTE OF MANAGEMENT (IIM), KOZHIKODE |
| 5 | INDIAN INSTITUTE OF MANAGEMENT (IIM), LUCKNOW |
| 6 | INDIAN INSTITUTE OF MANAGEMENT (IIM), INDORE |
| 7 | INDIAN INSTITUTE OF MANAGEMENT (IIM), RAIPUR |
| 8 | INDIAN INSTITUTE OF MANAGEMENT (IIM), ROHTAK |
| 9 | INDIAN INSTITUTE OF MANAGEMENT (IIM), UDAIPUR |
| 10 | INDIAN INSTITUTE OF MANAGEMENT (IIM), KASHIPUR |
| 11 | INDIAN INSTITUTE OF MANAGEMENT (IIM), TIRUCHIRAPALLI |
| 12 | INDIAN INSTITUTE OF MANAGEMENT (IIM), RANCHI |
| 13 | INDIAN INSTITUTE OF MANAGEMENT (IIM), SHILLONG |
| 14 | INDIAN INSTITUTE OF MANAGEMENT (IIM), VISHAKHAPATNAM |
| 15 | INDIAN INSTITUTE OF MANAGEMENT (IIM), JAMMU |
| 16 | INDIAN INSTITUTE OF MANAGEMENT (IIM), NAGPUR |
| 17 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), Madras |
| 18 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), DELHI |
| 19 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), BOMBAY |
| 20 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), KANPUR |
| 21 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), ROORKEE |
| 22 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), KHARAGPUR |
| 23 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), GUWAHATI |
| 24 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), HYDERABAD |
| 25 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), INDORE |
| 26 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), BHU VARANASI |
| 27 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), INDIAN SCHOOL OF MINES, DHANBAD |
| 28 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), GANDHINAGAR |
| 29 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), JODHPUR |
| 30 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), DHARWAD |
| 31 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), GOA |
| 32 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), MANDI |
| 33 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), PATNA |
| 34 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), ROPAR |
| 35 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), BHUBANESWAR |
| 36 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), DELHI |
| 37 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), JODHPUR |
| 38 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), BHUBANESWAR |
| 39 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), RISHIKESH |
| 40 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), PATNA |
| 41 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), BHOPAL |
| 42 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), RAIPUR |
| 43 | ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), RAEBARELY |



| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
|--------|---|
| 44 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), TIRUCHIRAPALLI |
| 45 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), SURATHKAL |
| 46 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), ROURKELA |
| 47 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), WARANGAL |
| 48 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), CALICUT |
| 49 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), JAIPUR |
| 50 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), SILCHAR |
| 51 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), NAGPUR |
| 52 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), DURGAPUR |
| 53 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), JALANDHAR |
| 54 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), ALLAHABAD |
| 55 | BITS PILANI-GOA & HYDERABAD |
| 56 | NIMHANS BANGALORE |
| 57 | CHRISTIAN MEDICAL COLLEGE VELLORE |
| 58 | KGMU LUCKNOW |
| 59 | JIPMER PUDUCHERRY |
| 60 | ARMED FORCES MEDICAL COLLEGE, PUNE |
| 61 | MADRAS MEDICAL COLLEGE CHENNAI |
| 62 | SETH G S MEDICAL COLLEGE (KEM), MUMBAI |
| 63 | VARDHMAN MAHAVIR MEDICAL COLLEGE & SAFDARJUNG HOSPITAL, NEW DELHI |
| 64 | BANARAS HINDU UNIVERSITY (MEDICAL) |
| 65 | LADY HARDINGE MEDICAL COLLEGE, NEW DELHI |
| 66 | MAULANA AZAD MEDICAL COLLEGE, NEW DELHI |
| 67 | SGPGI LUCKNOW |
| 68 | ATAL BIHARI VAJPAYEE INSTITUTE OF MEDICAL SCIENCES (RAM MANOHAR LOHIA), DELHI |
| 69 | UNIVERSITY COLLEGE OF MEDICAL SCIENCES (GTB), DELHI |
| 70 | INDIAN SCHOOL OF BUSINESS(ISB), HYDERABAD |
| 71 | INDIAN SCHOOL OF BUSINESS(ISB), MOHALI |
| 72 | XAVIER LABOUR RELATION INSTITUTE (XLRI), JAMSHEDPUR |
| 73 | JAMNALAL BAJAJ INSTITUTE OF MANAGEMENT STUDIES (JIBMS),MUMBAI |
| 74 | FACULTY OF MANAGEMENT STUDIES (FMS), DELHI |
| 75 | MDI GURGAON |
| 76 | POST GRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH, CHANDIGARH |
| 77 | NATIONAL LAW SCHOOL OF INDIA UNIVERSITY, BENGALURU |
| 78 | NATIONAL LAW UNIVERSITY, DELHI |
| 79 | NALASAR UNIVERSITY OF LAW, HYDERABAD |
| 80 | INDIAN INSTITUTE OF FOREIGN TRADE NEW DELHI |
| 81 | INDIAN INSTITUTE OF SCIENCE (IISC), BANGALORE |
| 82 | S P JAIN INSTITUTE OF MANAGEMENT, MUMBAI |
| 83 | SVKM' NARSEEMONJEE INSTITUTE,MUMBAI |
| 84 | TATA INSTITUTE OF FUNDAMENTAL RESEARCH, MUMBAI |
| 85 | HOMI BHABHA NATIONAL INSTITUTE |
| 86 | BIRLA SCHOOL OF MANAGEMENT (BITSOM), MUMBAI |
| 87 | NATIONAL INSTITUTE OF DESIGN (NID), AHMEDABAD |
| 88 | NATIONAL INSTITUTE OF DESIGN (NID), GANDHINAGAR |



| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
|--------|---|
| 89 | NATIONAL INSTITUTE OF DESIGN (NID), BENGALURU |
| 90 | INDIAN STATISTICAL IINSTITUTE, KOLKATA |
| 91 | INDIAN STATISTICAL IINSTITUTE, DELHI |
| 92 | INDIAN STATISTICAL IINSTITUTE, BANGALORE |



| LIST B | |
|--------|--|
| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
| 1 | INDIAN INSTITUTE OF MANAGEMENT (IIM), AMRITSAR |
| 2 | INDIAN INSTITUTE OF MANAGEMENT (IIM), BODH GAYA |
| 3 | INDIAN INSTITUTE OF MANAGEMENT (IIM), SAMBALPUR |
| 4 | INDIAN INSTITUTE OF MANAGEMENT (IIM), SIRMAUR HIMACHAL |
| 5 | INDIAN INSTITUTE OF MANAGEMENT (IIM), LUCKNOW-NOIDA CAMPUS |
| 6 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), JAMMU |
| 7 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), PALAKKAD |
| 8 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), TIRUPATI |
| 9 | INDIAN INSTITUTE OF TECHNOLOGY (IIT), BHILAI |
| 10 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), DELHI |
| 11 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), PATNA |
| 12 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), KURUKSHETRA |
| 13 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), SURAT |
| 14 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), RAIPUR |
| 15 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), MEGHALAYA |
| 16 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), BHOPAL |
| 17 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), SRINAGAR |
| 18 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), GOA |
| 19 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), AGARTALA |
| 20 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), MANIPUR |
| 21 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), JAMSHEDPUR |
| 22 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), HAMIRPUR |
| 23 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), UTTARAKHAND |
| 24 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), PUDUCHERRY |
| 25 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), ARUNACHAL PRADESH |
| 26 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), SIKKIM |
| 27 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), MIZORAM |
| 28 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), NAGALAND |
| 29 | NATIONAL INSTITUTE OF TECHNOLOGY (NIT), ANDHRA PRADESH |
| 30 | JADAVPUR UNIVERSITY, KOLKATA |
| 31 | VELLORE INSTITUTE OF TECHNOLOGY (VIT), VELLORE |
| 32 | ANNA UNIVERSITY, CHENNAI |
| 33 | INSTITUTE OF CHEMICAL TECHNOLOGY, MUMBAI |
| 34 | JAMIA MILIA ISLAMIA, DELHI |
| 35 | SIKSHA "O" ANUSANDHAN, BHUBANESWAR |
| 36 | S.R.M. INSTITUTE OF SCIENCE & TECHNOLOGY, CHENNAI |
| 37 | DELHI TECHNOLOGICAL UNIVERSITY, DELHI |
| 38 | AMITY UNIVERSITY, GAUTAM BUDDH NAGAR |
| 39 | ALIGARH MUSLIM UNIVERSITY, ALIGARH |
| 40 | INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR, WB |
| 41 | KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY, BHUBANESWAR |
| 42 | SRI SIVASUBRAMANIAM NADAR COLLEGE OF ENGINEERING, KALAVAKKAM, TN |
| 43 | INDIAN INSTITUTE OF SPACE SCIENCE AND TECHNOLOGY, THIRUVANANTHAPURAM |
| 44 | UPES, DEHRA DUN |
| 45 | VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELGAUM |
| 46 | BIRLA INSTITUTE OF TECHNOLOGY - RANCHI |



| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
|--------|---|
| 47 | INTERNATIONAL INSTITUTE OF INFORMATION TECHNOLOGY, HYDERABAD |
| 48 | DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY, PUNE |
| 49 | MANIPAL INSTITUTE OF TECHNOLOGY, MANIPAL |
| 50 | PSG COLLEGE OF TECHNOLOGY, COIMBATORE |
| 51 | NATIONAL INSTITUTE OF INDUSTRIAL ENGINEERING, MUMBAI |
| 52 | SYMBIOSIS INSTITUTE OF BUSINESS MANAGEMENT, PUNE |
| 53 | GREAT LAKES INSTITUTE OF MANAGEMENT, CHENNAI |
| 54 | INDIAN INSTITUTE OF FOREIGN TRADE, DELHI |
| 55 | GOA INSTITUTE OF MANAGEMENT, GOA |
| 56 | INTERNATIONAL MANAGEMENT INSTITUTE, NEW DELHI |
| 57 | MICA, AHMEDABAD |
| 58 | INSTITUTE OF MANAGEMENT TECHNOLOGY, GHAZIABAD |
| 59 | ICFAI FOUNDATION FOR HIGHER EDUCATION, HYDERABAD |
| 60 | T.A. PAI MANAGEMENT INSTITUTE MANIPAL, MANIPAL |
| 61 | K J SOMAIYA INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH, MUMBAI |
| 62 | XIM UNIVERSITY, BHUBANESWAR |
| 63 | JAIPURIA INSTITUTE OF MANAGEMENT, NOIDA |
| 64 | BIRLA INSTITUTE OF MANAGEMENT TECHNOLOGY, GREATER NOIDA |
| 65 | INDIAN INSTITUTE OF TECHNOLOGY, CALICUT |
| 66 | SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI |
| 67 | CENTRE FOR ENVIRONMENTAL PLANNING AND TECHNOLOGY UNIVERSITY, AHMEDABAD |
| 68 | NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH, HYDERABAD |
| 69 | JAMIA HAMDARD, DELHI |
| 70 | JSS COLLEGE OF PHARMACY, OOTY |
| 71 | INSTITUTE OF CHEMICAL TECHNOLOGY, MUMBAI |
| 72 | NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH, MOHALI |
| 73 | JSS COLLEGE OF PHARMACY, MYSORE |
| 74 | PANJAB UNIVERSITY, CHANDIGARH |
| 75 | MANIPAL COLLEGE OF PHARMACEUTICAL SCIENCES, MANIPAL |
| 76 | DR. D. Y PATIL VIDYAPEETH, PUNE |
| 77 | NIFT & IIFT (DELHI, MUMBAI & KOLKATA CAMPUS) |
| 78 | MAULANA AZAD NATIONAL INSTITUTE OF DENTAL SCIENCES, NEW DELHI |
| 79 | A. B. SHETTY MEMORIAL INSTITUTE OF DENTAL SCIENCES, MANGALURU |
| 80 | SRM DENTAL COLLEGE, CHENNAI |
| 81 | SRI RAMCHANDRA INSTITUTE OF HIGHER EDUCATION AND RESEARCH, CHENNAI |
| 82 | MANIPAL COLLEGE OF DENTAL SCIENCE, MANGALORE |
| 83 | BANARAS HINDU UNIVERSITY, VARANASI |
| 84 | KASTURABA MEDICAL COLLEGE, MANIPAL |
| 85 | SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES & TECHNOLOGY, THIRUVANANTHAPURAM |
| 86 | ST. JOHN'S MEDICAL COLLEGE, BENGALURU |
| 87 | INSTITUTE OF LIVER & BILIARY SCIENCES, DELHI |
| 88 | INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH, KOLKATA |
| 89 | DATTA MEGHE INSTITUTE OF HIGHER EDUCATION & RESEARCH, WARDHA |
| 90 | KASTURABA MEDICAL COLLEGE, MANGALORE |
| 91 | THE WEST BENGAL NATIONAL UNIVERSITY OF JURIDICAL SCIENCES, KOLKATA |
| 92 | SYMBIOSIS LAW SCHOOL |
| 93 | GUJRAT NATIONAL LAW UNIVERSITY, GANDHINAGAR |
| 94 | BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY, LUCKNOW |
| 95 | GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH |
| 96 | DAYANAND MEDICAL COLLEGE, LUDHIANA |



| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
|--------|---|
| 97 | UNIVERSITY COLLEGE OF MEDICAL SCIENCES, DELHI |
| 98 | JSS MEDICAL COLLEGE, MYSORE |
| 99 | PSG INSTITUTE OF MEDICAL SCIENCES & RESEARCH, COIMBATORE |
| 100 | GUJARAT CANCER & RESEARCH INSTITUTE, AHMEDABAD |
| 101 | CHRISTIAN MEDICAL COLLEGE, BROWN ROAD, LUDHIANA |
| 102 | M. S. RAMAIAH MEDICAL COLLEGE, BENGALURU |
| 103 | GOVERNMENT MEDICAL COLLEGE, THIRUVANANTHAPURAM |
| 104 | MEDICAL COLLEGE, KOLKATA |
| 105 | SAWAI MAN SINGH MEDICAL COLLEGE, JAIPUR |
| 106 | MAHATMA GANDHI MEDICAL COLLEGE AND RESEARCH INSTITUTE, PUDUCHERRY |
| 107 | CHETTINAD ACADEMY OF RESEARCH AND EDUCATION, KELAMBAKKAM, TN |
| 108 | PT. B.D. SHARMA, PGIMS, ROHTAK |
| 109 | B. J. MEDICAL COLLEGE, AHMEDABAD |
| 110 | TATA INSTITUTE OF SOCIAL SCIENCES (TISS), MUMBAI |



| LIST C | |
|--------|---|
| S. NO. | NAME OF INSTITUTION/UNIVERSITY |
| 1 | MANIPAL UNIVERSITY, JAIPUR |
| 2 | SRI KRISHNA COLLEGE OF ENGINEERING & TECHNOLOGY, COIMBATORE |
| 3 | M. S. RAMAIAH INSTITUTE OF TECHNOLOGY, BENGALURU |
| 4 | RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, BHOPAL |
| 5 | JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, NEW DELHI |
| 6 | GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI |
| 7 | VIGNAN'S FOUNDATION FOR SCIENCE, TECHNOLOGY AND RESEARCH |
| 8 | RAJALAKSHMI ENGINEERING COLLEGE, CHENNAI |
| 9 | VEL TECH RANGARAJAN Dr. SAGUNTHALA R & d INSTITUTE OF SCIENCE & TECHNOLOGY, CHENNAI |
| 10 | ATAL BIHARI VAJPAYEE INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AND MANAGEMENT, GWALIOR |
| 11 | INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD |
| 12 | AU COLLEGE OF ENGINEERING (A) |
| 13 | R.V. COLLEGE OF ENGINEERING |
| 14 | PANDIT DWARKA PRASAD MISHRA INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN & MANUFACTURING (IIITDM) |
| 15 | SR UNIVERSITY, WARANGAL |
| 16 | AMITY UNIVERSITY HARYANA, GURGAON |
| 17 | C.V. RAMAN GLOBAL UNIVERSITY, ODISHA |
| 18 | KONERU LAKSHMAIAH EDUCATION FOUNDATION UNIVERSITY (K L COLLEGE OF ENGINEERING),VADDESWAREM,AP |
| 19 | INSTITUTE OF RURAL MANAGEMENT, ANAND |
| 20 | CHRIST UNIVERSITY, BENGALURU |
| 21 | NIRMA UNIVERSITY, GURGAON |
| 22 | GREAT LAKES INSTITUTE OF MANAGEMENT,GURGAON |
| 23 | FORE SCHOOL OF MANAGEMENT, NEW DELHI |
| 24 | CHITKARA UNIVERSITY, RAJPURA, PUNJAB |
| 25 | GRAPHIC ERA UNIVERSITY, DEHARADUN |
| 26 | INTERNATIONAL MANAGEMENT INSTITUTE, BHUBANESWAR |
| 27 | MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY, JAIPUR |
| 28 | INTERNATIONAL MANAGEMENT INSTITUTE, KOLKATA |
| 29 | BML MUNJAL UNIVERSITY, GURGAON |
| 30 | PRINCIPAL L N WELINGKAR INSTITUTE OF MANAGEMENT DEVELOPMENT AND RESEARCH, MUMBAI |
| 31 | KREA UNIVERSITY, CHITTOOR |
| 32 | SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL |
| 33 | VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, RAIPUR |
| 34 | NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH, RAEBARELI |
| 35 | LOVELY PROFESSIONAL UNIVERSITY, PHAGWARA |
| 36 | CENTRAL UNIVERSITY OF PANJAB, BATHINDA |
| 37 | AU COLLEGE OF PHARMACEUTICAL SCIENCES AND RESEARCH UNIVERSITY, DELHI |
| 38 | SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY, CHENNAI |
| 39 | NETAJI SUBHAS UNIVERSITY OF TECHNOLOGY(NSUT), DELHI |
| 40 | SAVEETHA INSTITUTE OF MEDICAL & TECHNICAL SCIENCES,CHENNAI |
| 41 | BANASTHALI VIDYAPITH, BANASTHALI |
| 42 | UNIVERSITY OF HYDERABAD, HYDERABAD |
| 43 | COLLEGE OF ENGINEERING,PUNE |
| 44 | INTERNATIONAL INSTITUTE OF INFORMATION TECHNOLOGY,BANGALORE |
| 45 | AMRITA VISHWA VIDYAPEETHAM,COIMBATORE |
| 46 | THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA |
| 47 | SHANMUGHA ARTS SCIENCE TECHNOLOGY & RESEARCH ACADEMY, THANJAVUR,TN |
| 48 | KALASALINGAM ACADEMY OF RESEARCH & EDUCATION,SRIVILLIPUTHUR, TN |
| 49 | MAHARISHI MARKANDESHWAR, AMBALA |
| 50 | CHANDIGARH UNIVERSITY,PUNJAB |
| 51 | INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI |





A – 48 (Revised)
Part - I

To
The Manager
UCO Bank
.....Branch

Passport size
Photograph
Applicant

Passport size
Photograph
Co-Applicant

Sir / Madam,

Sub: - Application for Term Loan under UCO Education Loan Scheme

I am desirous of pursuing my studies in (course name) conducted by /college/institute/university in India/ Abroad and request you to provide me financial assistance of Rs..... to pursue my studies.

I undertake to repay the loan in monthly instalments starting after 1 year/6months after the completion of course period or 6 months after getting my job.

I give below the particulars necessary for consideration of my application.

| | | | | <u>Applicant</u> | | | |
|---|--|--------------|--|---------------------------------------|----------------------|--------------------------|--|
| | | | | First Name | Middle Name | Surname | |
| Name (In Block letter) | | | | | | | |
| Date of Birth (dd/mm/yyyy) | | | | | Age | years months | |
| Gender (✓) | | | | Male/Female | Marital Status (✓) | Married/ Bachelor/Single | |
| Category (✓) | | | | Gen/SC/ST/OBC | Pan Card/ GIR no. | | |
| Passport no. | | | | | Nationality | | |
| <u>CURRENT ADDRESS</u> | | | | <u>PERMANENT ADDRESS</u> | | | |
| Address (Holding/ Premises no. Flat/floor no. Street Ward no. etc.) | | | | | | | |
| Municipality /Corporation / Panchayat | | Village/Town | | Municipality /Corporation / Panchayat | | Village /Town | |
| City | | Post- Office | | City | | Post- Office | |
| District | | State | | District | | State | |
| Pin Code | | E mail | | Pin Code | | Phone | |
| Phone | | Mobile | | | | | |
| No. of years In Current Address | | | | | | | |





UCO Bank

Academic Qualification:

| Examination | University / Institution | Year of Passing (YYYY) | Faculty of Studies | Division / Distinction | % of Marks Obtained | Honour / Scholarship / Prizes Won |
|-------------------------------------|--------------------------|------------------------|--------------------|------------------------|---------------------|-----------------------------------|
| 10th std. | | | | | | |
| 10+2 std. | | | | | | |
| Graduation | | | | | | |
| Post-graduation | | | | | | |
| If any others then specify | | | | | | |

Parents / Guardian's Financial Status / Family Particulars

| | Father | Mother | Husband (in case of married women only) | Guardian (In absence of parents) |
|--|--|--|--|---|
| Name | | | | |
| Date of Birth (dd/mm/yyyy) | | | | |
| Occupation (✓) | Business/Service/Self-employed/Agriculture /Others | House wife/ Business/ Service/Self-employed / Agriculture/Others | Business/Service/Self-employed/Agriculture/ Others | House wife/ Business / Service/Self-employed / Agriculture/Others |
| Voter Id Card no. | | | | |
| Driving License no. | | | | |
| Office Identity Card no | | | | |
| Passport No. | | | | |
| PAN Card No. | | | | |
| Loan availed, If any, from Banks/ Fls? (✓) | Yes/No | Yes/No | Yes/No | Yes/No |
| Annual Income (Approx) | Rs..... | Rs..... | Rs..... | Rs..... |
| Net Worth/Mean | Rs..... | Rs..... | Rs..... | Rs..... |

Particulars of Family Members:

| Name(s) of Members of family <u>excluding</u> parents / Husband & applicant | Age | Relationship | Annual Income (In Rs. Lacs) | Source of Income |
|---|-------------|--------------|-----------------------------|------------------|
| | years | | | |
| | years | | | |
| | years | | | |

Particulars of Course of Studies

| Name of the Course | Name of the College / Institution / University |
|-----------------------------------|---|
| Complete Address of the College / | Stream (✓): Engineering/Medical/Management /Agriculture/ Research/ Humanities |





UCO Bank

| | | | |
|--|---|------------------------------------|---|
| Institution / University | | | Commerce/Others |
| Level of Course (✓): | Under Graduate/ Certificate/ Diploma/ Graduation/ Post- Graduation/ Research | Course Approved /Affiliated by | |
| Duration of Course/ Study Period | Years month | Type of Course (✓): | Full Time/Part time |
| Whether Admission Secured or Not? (✓) | Yes/No | Mode of securing admission (✓): | Common Entrance Test /Management Quota/ Others |

Prospect of Part-time employment / Campus employment:

| | |
|--|---------|
| Prospect of Part-time employment / Campus employment in case of studies abroad, if any (✓) | Yes/No |
| Expected monthly income from part-time employment during the study period | Rs..... |
| since when (mm/yyyy) | |

Detailed Expenses of studies (in Rupees):

| Year | Tuition Fees | Books/Stationary /Equipment / Computer | Examination Fees | Hostel/Rent/ Board | Air Passage/ Computer/ Others | Total |
|-----------------|--------------|--|------------------|-----------------------|-------------------------------------|-------|
| 1 st | | | | | | |
| 2 nd | | | | | | |
| 3 rd | | | | | | |
| 4 th | | | | | | |
| 5 th | | | | | | |
| 6 th | | | | | | |
| Total | | | | | | (A) |

Other Sources of finances Per annum (All Amounts in Rupees)

| Year | Scholarships / Stipend* | Part-time employment | Any financial Assistance | Family Sources | Total |
|-----------------|----------------------------|-------------------------|-----------------------------|----------------|-------|
| 1 st | | | | | |
| 2 nd | | | | | |
| 3 rd | | | | | |
| 4 th | | | | | |
| 5 th | | | | | |
| 6 th | | | | | |
| Total | | | | | (B) |

* If already sanctioned furnish copy of sanction.

AMOUNT OF LOAN REQUESTED (A- B):- Rs





Prospect for employment after completion of studies:

| | |
|--|---------|
| Expected Income per month | Rs..... |
| Less, monthly expenses for self & family per month | Rs..... |
| Balance amount available for Repayment of loan per month | Rs..... |

OTHER INFORMATION

| | |
|---|--------|
| 1. Whether monthly interest will be serviced during moratorium period by the borrower/s (✓) | Yes/No |
|---|--------|

Guarantor's Details:

| | | | |
|---|--|----------------------------|---------|
| Name | | Net Worth of the Guarantor | Rs..... |
| Address (Holding/ Premises no. Flat/floor no. Street Ward no. etc.) | | | |
| Municipality /Corporation / Panchayat | | Village/Town | |
| City | | Post- Office | |
| District | | State | |
| Pin Code | | E mail | |
| Phone | | Mobile | |

Name of the Parent/s who will stand as co-applicant for the loan:

Whether the applicant's life is insured? (✓)

Yes/No

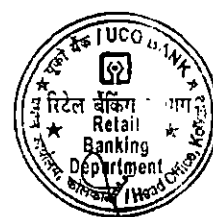
If so, please state the following particulars about the policy:

| | | | |
|-------------------------------|--|-----------------------------------|---------|
| Policy Number: | | Sum Assured | Rs..... |
| Date of Maturity (dd/mm/yyyy) | | Last Premium Paid on (dd/mm/yyyy) | |

Securities proposed, if any:

Value:

Rs.....





| | |
|---|--|
| Any other Information which the applicant like to give: | |
|---|--|

DECLARATION

I / We hereby declare that I / We have not applied for nor am I / we are availing of any financial assistance for pursuing the applicant (student)'s studies from any other Bank/s or financial institutions or persons and have no financial liabilities whatsoever.

I / We certify that to the best of my / our knowledge and belief, the information furnished above are true, correct and that they shall form the basis of loan under UCO Education Loan Scheme to be availed from UCO Bank.

I/We further agree to apprise UCO Bank, details about the academic progress, details of aid / financial assistance received from all sources if any during the course period, completion of course, job placement and keep the Bank informed of the change of address or mobile number or e-mail id whenever made.

I / We further agree that my loan transactions are governed by the rules of UCO bank that may be in force from time to time and undertake to abide by the terms and conditions governing the grant of loan under this application..

(Applicant's Signature)

Date:-

Place:-

(Parents' / Guardian's Signature)

Date:-

Place:-

Two references who have close relationship /contact with the applicants family.

| Particulars | Reference 1 | Reference 2 |
|--|-------------|-------------|
| Name | | |
| Relationship with applicant/co-applicant | | |
| Address | | |
| Mobile /Phone No. | | |
| Email id | | |

List of Enclosure:- As per Annexure



LIST OF DOCUMENTS TO BE SUBMITTED BY THE APPLICANT

| |
|--|
| {A} Two passport size photographs of Applicant/s |
| {B} Proof of Identity/Age` (In respect of the Student, Co-applicant, Guarantor) Any two of the following documents but one document as mentioned in 1 – 5 below is mandatory 1. Ration Card 2. Voter's Identity Card 3. PAN Card 4. Pass Port 5. Driving Licence 6. Office Identity Card 7. Birth Certificate 8. School Leaving Certificate |
| <u>In respect of the Co-applicant & Guarantor</u> Bank's Pass Book/ Statement of accounts for last six month ** Submission of Bank's Pass Book / Statement of accounts (of both for Applicant/s and Guarantor/s) for last six month is COMPULSORY. |
| <u>{C} In respect of the Student</u> <ul style="list-style-type: none"> • Mark Sheet/ Degree Certificate of last qualifying examination. • Letter of Selection / Letter confirming secured admission • Proof of admission, scholarship, studentship/ Identity Card etc. from the educational institution. • Schedule of expenses for the specified course issued by the educational institution. • Information Brochure of the Institution describing course duration, fees like tuition fees and other fees / charges required for completion of course, hostel charges, boarding cost, cost of books / journals/ equipments / Instruments, stationery, exam and other fees, study tours, project work, thesis, air freight etc. |
| <u>{D} Proof of Employment/Income (In respect of the Co-applicant & Guarantor)</u> 1. Salary Slip for the last three months 2. Form 16 Issued by the office 3. Income Tax Return/Assessment Order. 4. Statement of means (Compulsory for Co-applicant & Guarantor) |
| <u>{E} Other Documents for to be furnished</u> 1. Place of domicile proof of co-applicant/parent 2. Letter from the Institution regarding non availability of hostel facility |
| The checklist is only indicative. Additional documents, if any, as per the terms & conditions of UCO Education loan scheme as well as norms & guidelines of the Bank. |





यूको बैंक / UCO Bank
प्रधान कार्यालय / Head Office
10, B. T. M. Sarani, Kolkata - 700 001

A-48 (Revised)
(PART-II) C.P.

APPRAISAL FORM
EDUCATION LOAN

UCO BANK

Date :

Name of the borrower :

As per loan application dated received from Shri/Smt./ Kum., the information/particulars given thereon have been verified by independent inquiries. The testimonials/certificates /documents etc. submitted therewith have also been verified and found to be in order/ have the following deficiencies:

ASSESSMENT OF THE PROPOSAL

1. Particulars regarding family Income

| | | | | (Rs. '000) |
|--|-----|----------|---------------|------------|
| Name(s) of the members of the family including the applicant | Age | Relation | Annual Income | Source |
| a. | | | | |
| b. | | | | |
| c. | | | | |
| d. | | | | |
| e. | | | | |
| TOTAL | | | | |

(While computing family income, the income earned by the applicant, his father, mother, brother, sisters and others from all sources inclusive of income received in kind and unearned income has been taken into consideration)



2. Cost of Completing the Course :

(Rs. '000)

| Year | Tuition | Essential books/ stationery equipment | Exami- nation Fees | Hotel Rent/ Board | Others | Total |
|------------------------------------|---------|---|--------------------------|-------------------------|--------|-------|
| 1 st year of the course | | | | | | |
| 2 nd year of the course | | | | | | |
| 3 rd year of the course | | | | | | |
| 4 th year of the course | | | | | | |
| 5 th year of the course | | | | | | |
| 6 th year of the course | | | | | | |
| Total | | | | | | |

3. Source of Fund:

(Rs. '000)

| Year | Scholarship | Family sources | Other financial assistance | Part time employment | Total |
|----------------------|-------------|-------------------|----------------------------------|-------------------------|-------|
| 1 st Year | | | | | |
| 2 nd Year | | | | | |
| 3 rd Year | | | | | |
| 4 th Year | | | | | |
| 5 th Year | | | | | |
| 6 th Year | | | | | |
| TOTAL | | | | | |

4. Resource Gap :

5. Margin : 5-15% whichever applicable :
or as per item 3 whichever is higher

6. Term Loan to be granted (2-5) :

7. Expected monthly income of the borrower :
after completion of studies

Less: Monthly family expenses :

8. Available Fund for repayment :

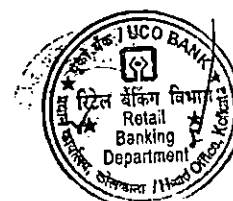
9. Repayment per month :

i) Loan Instalment * :

ii) Interest :

Total :

- Loan Instalment per month to be determined after taking into account the capitalization of accrued interest amount during the course of studies. The amount thus arrived at may be fixed as monthly instalment/ or equated monthly instalment basis (EMI)/ or otherwise determined (to be specified).



10. Guarantor (details and net worth) :

11. Securities Proposed :

12. View and Comments of the Department :
a) on expected salary income &
b) on other relevant aspects

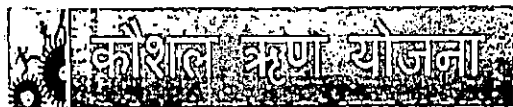
13. Recommendation

Recommending Authority

14. Decision

Sanctioning Authority





APPLICATION FORM FOR UCO SKILL LOAN SCHEME

(Note Please read through the application form carefully before filling in)

1. Student's Name in Full (beginning with Surname) _____
2. Date of Birth _____ Age _____ Nationality _____
3. Aadhar No. (If Available) _____
4. What is the Student doing at present? _____
5. Particulars of the Course Applied _____
6. Minimum Eligibility of Course _____

7. Student Information

| | | |
|----|--|--|
| a) | Academic Qualification | |
| b) | Is the applicant attending any other school/ college or Institute at present? If so, furnish full particulars. | |
| c) | Whether the student has any working experience? If yes, please give details. | |
| d) | Whether the student will take up any part-time employment during study? If yes, please give details. | |

8. Particulars of Course

| Sl. | Particulars | Details |
|-----|---|---|
| a) | Proposed Skill course | |
| b) | Duration of Course (in Months) | |
| c) | Whether Full Time or Part Time course | |
| d) | Name and address of the training institute in which the student intends to join. | |
| e) | Affiliation of approved the course a) School b) University/College c) ITI/Polytechnic d) NSDC approved training partner e) SSC training partner f) Affiliated to Central Government Body g) Affiliated to State Government Body h) Other (Please Specify) | Please choose and specify the selected affiliation of the course. |
| f) | Has the student been admitted into the above training institute or accepted for the Course? If so, certified copy of admission/ acceptance Letter should be attached | |



9. Details of fee requirement

- a) Tuition Fee of the course: _____
- b) Hostel, Mess expenses: _____
- c) Essential Books, stationery and equipment _____
- d) Any other expenses _____
- e) Total Fee: _____
- f) Fee already paid by student: _____
- g) Net required Loan Amount: _____

10. Father's/ Guardian's Financial Status/ Family Particulars (If Minor)

- a) Father's Name in Full (beginning with Surname) _____
- b) Guardian's Name (To be filled in if father is not alive) _____
- c) Present Age of Father/Guardian _____
- d) Relationship of Guardian _____
- e) Address of Father / Guardian _____
- f) Occupation (Give Full Particulars) _____
- g) Since when in present occupation _____
- h) Income Per Month (Primary source) _____
- i) Income from other sources (Please mention) _____
- j) Particulars of Assets Held and Value _____

Declaration

I/We hereby declare that the information furnished against the foregoing items is true to the best of my/our knowledge. I/We make this declaration knowing that on the faith and strength of the information furnished herein, the application will be considered by UCO Bank. I/We have read the terms and conditions and agree to abide by them.

Signature of Father/ Guardian
(In case of Minor)

Signature of Student

Place:-

Date -





UCO BANK

..... Branch

Loan A/C No.: _____

Date: _____

REGISTERED POST

Shri/Smt _____

Address: _____

Dear Sir/Madam,

Sub: Additional Moratorium period under UCO Education Loan Scheme.

We refer to your Education Loan A/C No. with our Branch.

We understand that, recruitment from educational institutes has been adversely affected due to slow down in the economy of the country. Hence, we would like to intimate you that, to avail a cushion in terms of repayment period, you are eligible for extended moratorium of one & half years in three spells (not exceeding six months each), for smooth repayment of loan.

Please note that this additional moratorium period is conditional upon your unemployment/under-employment because of prevailing market conditions after completing the course. The additional moratorium period will be available for six months on one occasion & it is extendable further, on your request. However, the additional moratorium period will not exceed one & half years (Maximum) under any circumstances & shall not be considered as restructuring.

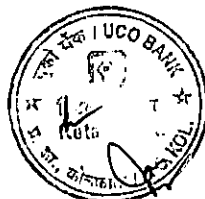
In case you are interested to avail the additional moratorium period, you are requested to confirm your acceptance by returning us a copy of this letter duly 'accepted' & 'signed' by you as a token of your acknowledgement. To avail the extended moratorium period, please submit an undertaking regarding your unemployment /underemployment after completing the original moratorium period and visit the Branch for completion of the formalities.

Assuring you of our Best Services at all times.

Thanking You,

Yours Faithfully,

(Branch Manager)



**LETTER TO UCO BANK FROM THE BORROWER- FOR PAYING HIS/ HER EXISTING
LIABILITY**

Ref Number:

Date :

To,

UCO Bank,

.....

(Name and address of UCO Bank Branch)

Dear Sirs,

Re : My Application to UCO Bank for sanction of Education Loan

Sub: Authority to UCO Bank to collect documents, including title deeds from present lender after takeover

This is in reference to my application dated to UCO Bank for sanction of an education loan under the relevant Scheme of Bank. I understand that my application is under consideration of Bank.

As already informed, I am already availing an education loan (loan account number) from , which is a Bank/which is a Financial Institution (hereafter referred as 'the present lender'). This loan is secured by mortgage created in favour of the present lender over of all that part and parcel of the immovable, as described in the Schedule given below.

The present lender had sanctioned an amount of Rs. (Rupeesonly). Out of the sanctioned amount, a sum of Rs. (Rupees only) has been disbursed on various dates by the present lender.

After considering various factors, I have decided to switch over from the present lender to UCO Bank and accordingly, I have submitted application as aforesaid to UCO Bank. Accordingly, in case of my application is favourably considered, I/we request UCO Bank to settle my/our outstanding dues towards the education loan of the present lender, by disbursing the said dues from the loan amount sanctioned to me/us by UCO Bank pursuant to my application.

I/We authorise UCO Bank, and their representative to collect information related to the said loan, collect statement of accounts and after favourable consideration, obtain delivery of all the documents*, including security documents, title deeds related to the property which is described in the Schedule given below, from the present lender by virtue of this authority letter, and in terms of my letter dated ____addressed to the aforementioned present lender, with a copy to you.

Thanking you,

Yours faithfully,

Signature:

(Name of Borrower:)

Address:

Phone-

Schedule

***NOTE : All documents, apart from the title deeds, which may be required to be collected from the present Bank after takeover of the education loan.**



Letter to Present Lender by Borrower

To,

Name and address of present lender

Dear Sir,

EDUCATION LOAN A/C NUMBER WITH YOU

Name of borrower(s) & guarantors

You have sanctioned an amount of Rs. (Rupeesonly). Out of the sanctioned amount, a sum of Rs. (Rupees only) has been disbursed on various dates by you.

After considering various factors, I have decided to switch over to UCO Bank and accordingly, I have applied to UCO Bank for education loan. I have authorised UCO Bank to collect information about my education loan with your Bank, and also to collect loan account statement

In this context, I/we, request, advice and authorise you, and put on record our no-objection in your favour to allow, upon request by Bank and without any further notice to me -

1. Sharing and disclosing information about my education loan with your Bank;
2. Sharing and handing a certified copy of Loan-account statement of my education loan account with your Bank.
3. Physical verification of all the documents*, including security documents, title deeds related to the property mortgaged to your Bank, and described in the Schedule given below
4. Delivery and handing over all the documents*, including security documents, title deeds related to the property mortgaged to your Bank, and described in the Schedule given below, on receipt of entire dues towards the abovementioned education loan account with your Bank, which sum you will receive from UCO Bank exclusively for adjusting my liabilities towards the said education loan account and which sum shall not be appropriated in any other manner or in any other account nor shall be subject to any lien other than the outstanding dues in the said education loan account with you.

Please be informed that till such time the documents, including security documents, title deeds related to the property mortgaged to you are collected by UCO Bank, as aforesaid, the same shall be retained by you in trust for UCO Bank.

Thanking you,

Yours faithfully,

Signature:

(Name of Borrower:)

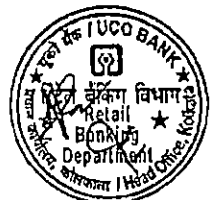
Address:

Phone-

C.C. UCO Bank, _____Branch- Please find two original copies of this letter, one addressed to ____ (name of present lender), and one endorsed to you for your records.

Schedule

*NOTE : All documents, apart from the title deeds, which may be required to be collected from the present Bank after takeover of the education loan.



**LETTER OF UNDERTAKING TO BE SUBMITTED BY
PROSPECTIVE BORROWER(S) IN CASE OF TAKEOVER OF EDUCATION LOAN**

To:
UCO Bank

Date:.....

Dear Sir,

SUB:REQUEST FOR TAKE OVER OF EDUCATION LOAN

EDUCATION LOAN ACCOUNT NO.....

NAME OF THE PRESENT LENDER:.....

Please refer to my /our EDUCATION Loan application dated where in I/we have requested your Bank to takeover my/our EDUCATION Loan Account No..... with(name of the present lender) by repaying my/our outstanding dues in the said EDUCATION Loan Account to the said Bank.

As UCO Bank is processing my/our request, I/we declare, undertake and agree as follows:-

- i. That I/we undertake to abide by the Terms and Conditions governing the EDUCATION Loan Scheme of UCO Bank.
- ii. I/We declare that I/we have serviced installments of the existing EDUCATION Loan Account with (name of the present lender) regularly as per the terms of sanction.
- iii. I/We declare that I/we have created a valid charge/ mortgage in favour of (.....Name of the present lender) on the security/ property and the details of the said security/ property is as described below in this undertaking letter. This apart, we hereby confirm that I/we have not created any other charge/mortgage on the same security/ property to any other Bank/ Financial Institution/ Individual. I/We confirm that the only charge/ mortgage on the above security/ property is charge/ mortgage in favour of.....(Name of the present lender) for an amount ofavailed by way of EDUCATION Loan.
- iv. In case my request for takeover of my aforementioned education loan is favourably considered by UCO Bank, and the outstanding amount in my/our above mentioned EDUCATION Loan Account is fully paid by the UCO Bank, I/We undertake to be liable to UCO Bank for the said amount released by UCO Bank, together with all costs, charges, expenses and interest thereon.
- v. I further undertake that I will not make any claim on the original Title deeds and other documents*, which I had earlier deposited with(Name of the present lender) and I acknowledge that from the date of UCO Bank making payment of the outstanding dues to _____(present lender), the said documents* and title deeds will be collected only in presence of official of UCO Bank. I undertake and understand that after payment by UCO Bank as aforesaid, the documents* and title deeds, deposited by me with(name of present lender) earlier, shall be deemed to have constructively delivered to UCO Bank with intent to create mortgage in favour of UCO Bank to secure the amount paid by UCO Bank to(name of present lender) as aforesaid.
- vi. I undertake that I will not create any kind of charge, encumbrance, mortgage or any interest in whatsoever manner in favour of any third party, including any Bank/Financial Institution, other than UCO Bank over the immovable property/properties as described in the Schedule hereto.



- vii. Simultaneously with the payment by UCO Bank as aforesaid, and in any case not later than ____ days from the date of disbursement of loan by UCO Bank for closure of the above mentioned EDUCATION Loan Account, I will assist UCO Bank to collect the said documents* and title deeds from ____ (name of present lender). Upon my refusal to assist UCO Bank, they shall be at liberty to collect the documents* and title deeds of the property (as described in the Schedule below) from the present lender without recourse or notice to me. I/We also indemnify UCO Bank for any losses that may arise due to their acceding to my/our request in Taking over the aforesaid EDUCATION Loan Account. I am enclosing an authority letter addressed to.....(name of present lender) authorising you to collect the same on my behalf.
- viii. I/We also irrevocably undertake that I/we shall create a valid charge/mortgage in favour of UCO Bank as Security for the Loan taken over, immediately on collection of original Title deeds and other related documents* from(Name of the present lender) in respect of the security/property, the details of which are shown herein below:-

Schedule (DETAILS OF SECURITY/ PROPERTY)

Yours faithfully,

1.....

Borrower

3.....

Guarantor/Co-borrower

2.....

Co-borrower

NAME - ALOK KUMAR SRIVASTAVA, PF.NO - 40571

*NOTE : All documents, apart from the title deeds, which may be required to be collected from the present Bank after takeover of the education loan.



**FROM UCO BANK TO OTHER BANK FOR PAYMENT AND ADVISING THEM TO
HANDOVER THE TITLE DEED**

To,
Name and address of present lender
Dear Sir,

EDUCATION LOAN A/C NUMBER WITH YOU
Name of borrower(s) & guarantors
Dear Sirs,

Please find enclosed, in original, letter dated , addressed to you by Mr./Mrs./Ms..... , wherein you have been requested, advised and authorised, inter alia, to deliver/handover all the documents*, including security documents, title deeds related to the property mortgaged to your Bank, and described in the Schedule given below, on receipt of entire dues towards the abovementioned education loan account with your Bank,

Accordingly, please find enclosed our DD-No.....for Rs.....(Rupeesonly) drawn in your favour being the outstanding dues of your Bank/ Financial Institution as on in respect of the captioned loan account in full and final satisfaction thereof. Please note that this amount is to be specifically appropriated towards liquidation of dues in the captioned Education Loan account. It should not be appropriated by you towards or set off against any other debt or liability due or owing to you by Mr./Mrs./Ms..... (name of the borrower).

It may also please be noted that our Bank has right to call back the amount if you fail to deliver the documents, original title deeds and the securities as stated above to Shri..... an official in UCOBranch, who has been authorised to receive the said documents/title deeds/securities and whose signatures are attested below.

Please note that pending delivery of all the original title deeds and documents to UCO Bank, the same shall be continued to be held in trust on our behalf.

| |
|--|
| Attested Signatures of Ms / Mr..... |
| |
| Attested by |
| |

For UCO Bank

.....Branch Head

EMP No.

Designation:

Encl:

1. Letter from _____

2. DD__ drawn on UCO Bank____Branch dated ____ for an amount of Rs.
(Rupees....only)

*NOTE : All documents, apart from the title deeds, which may be required to be collected from the present Bank after takeover of the education loan.

