

# Fair and Lovely Foundation Scholarship 2018

Online Profiling Manual

Prepared by



## OBJECTIVES

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The main objective of this application is to automate, streamline & ensure effective management of processes related to application processing, sanction and disbursal of Fair and Lovely Foundation Scholarship 2018 to applicants.

This initiative is aimed at facilitating faster and efficient disposal of scholarship applications.

The objective of this document is to provide step-by-step help to applicants for thorough understanding about submission of documents for this scholarship.

### Guidelines for Uploading the document for students -

1. Applicants are advised to go through this Information Bulletin carefully and acquaint themselves with all the document uploading requirements.
2. It will be the sole responsibility of the applicant to make sure that he/she is uploading the correct documents as mentioned.
3. Applicant must check that all the details and documents provided by him/her are correct.
4. Mode of submission of documents for this scholarship will be online.

## ONLINE SUBMISSION GUIDELINE

1. Online submission of student information can be done through the website:  
<https://www.buddy4study.com/scholarship/fair-and-lovely-foundation-scholarship-2018> (For better visibility, use Chrome, Firefox, Internet Explorer 7)
2. Register here for profiling the students
3. After registering, click on the **“Start Application”**

Login   **Registration**

Please Log in/Register to start application

Let's set up your account in just a couple of steps.

--Select your role-- ▼

--Select your class-- ▼

First Name

Last Name

Enter mobile number

Email

Password

Confirm Password

**Register Now!**

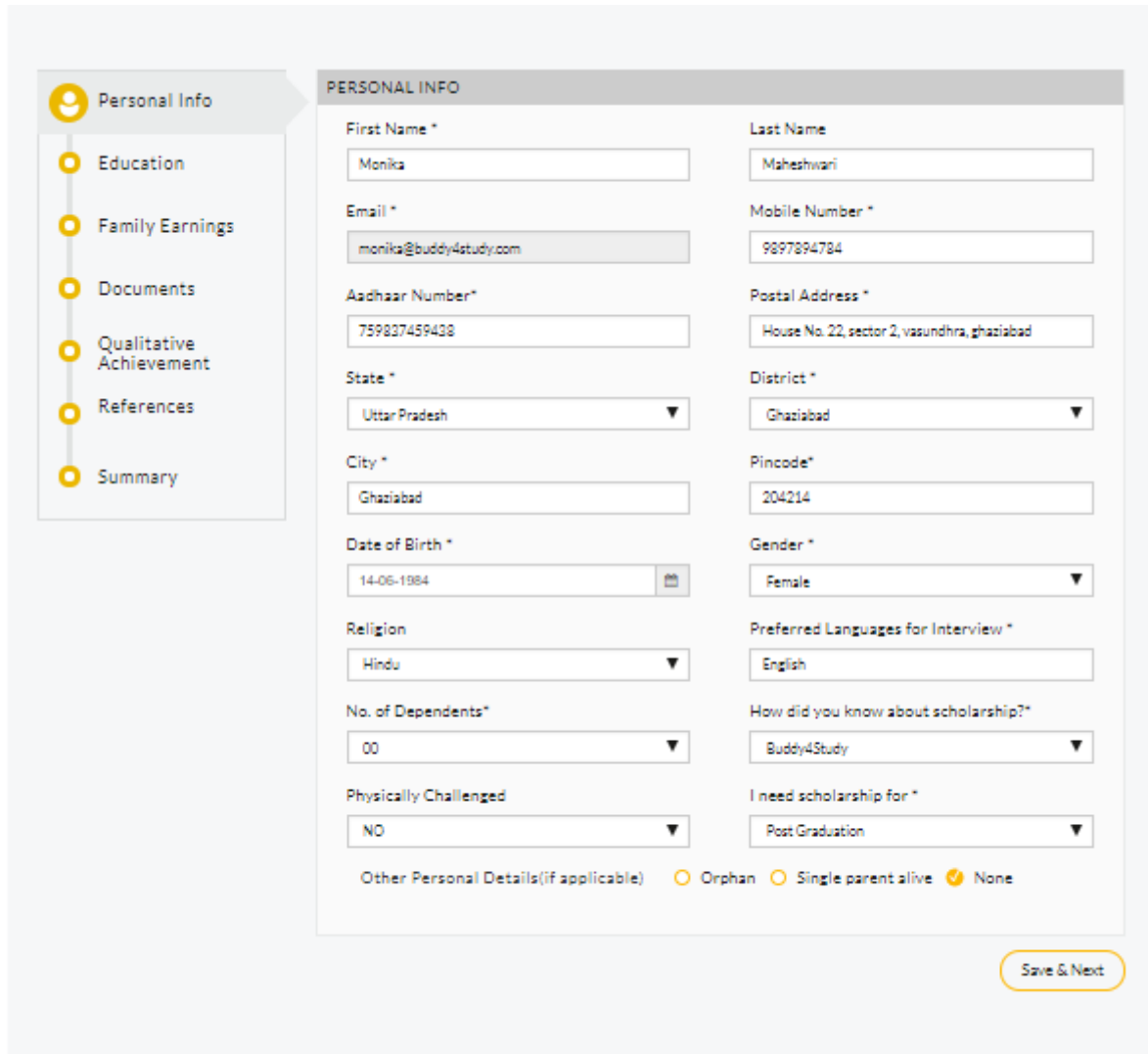
Already registered? [Sign in here](#)  
Register with social link [Facebook](#) & [Google](#)

**Dear Monika Maheshwari,**

You have logged in successfully.  
Now you can proceed to the application form or [Log Out](#).

[START APPLICATION](#)

**Step 1:** Fill all the personal details and click on **Save & Next**.



**PERSONAL INFO**

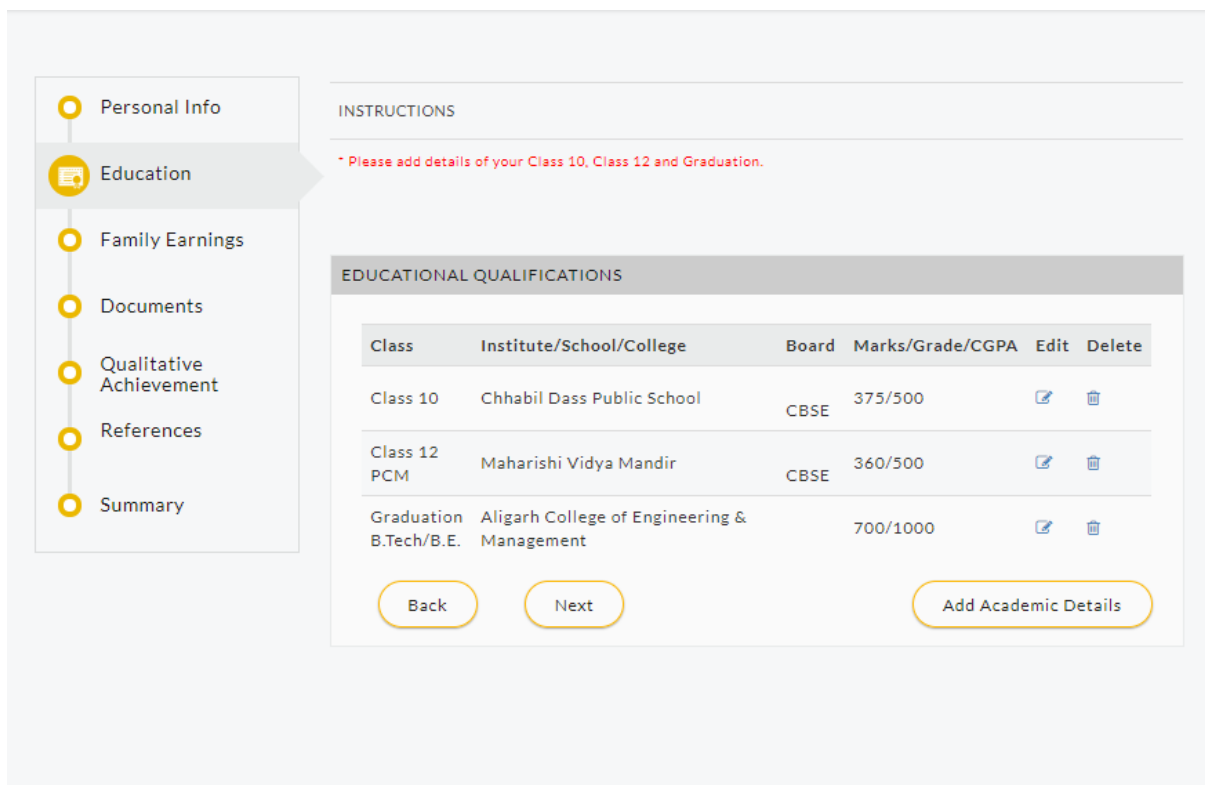
First Name *	Monika	Last Name	Maheshwari
Email *	monika@buddy4study.com	Mobile Number *	9897894784
Aadhaar Number*	759837459438	Postal Address *	House No. 22, sector 2, vasundhra, ghaziabad
State *	Uttar Pradesh	District *	Ghaziabad
City *	Ghaziabad	Pincode*	204214
Date of Birth *	14-06-1984	Gender *	Female
Religion	Hindu	Preferred Languages for Interview *	English
No. of Dependents*	00	How did you know about scholarship?*	Buddy4Study
Physically Challenged	NO	I need scholarship for *	Post Graduation

Other Personal Details(if applicable)  Orphan  Single parent alive  None

**Save & Next**

**Step 2:** Add academic details.

- Need to enter current college/school details, along with 10th & 12th class details (if applicable) Click on **Save & Next** button.



**Personal Info**

**Education**

**Family Earnings**

**Documents**

**Qualitative Achievement**







**References**

**Summary**

INSTRUCTIONS

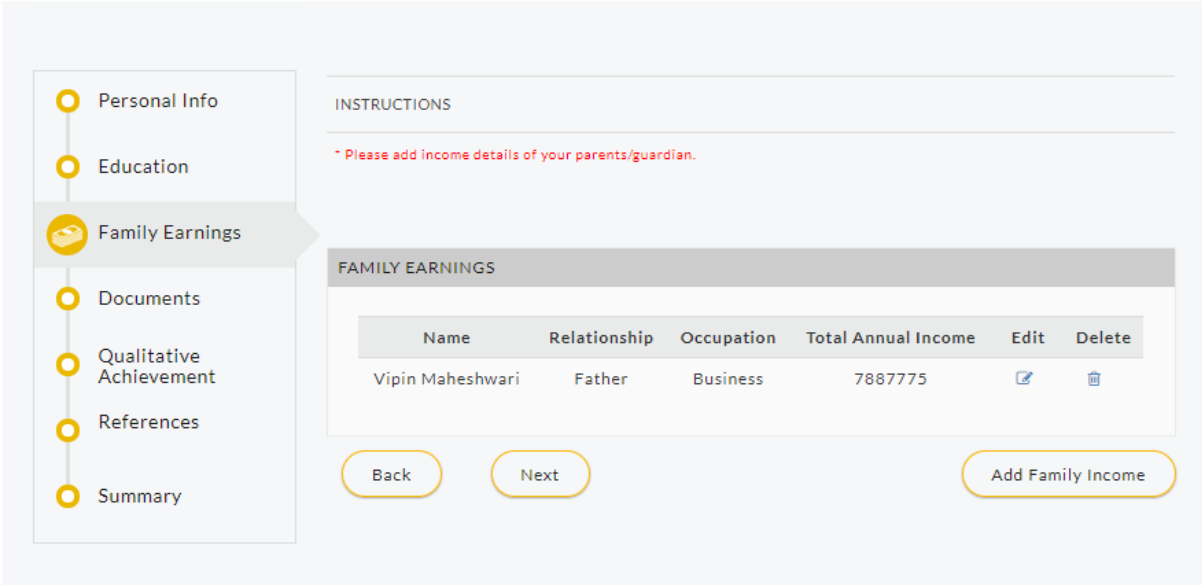
\* Please add details of your Class 10, Class 12 and Graduation.

**EDUCATIONAL QUALIFICATIONS**



Class	Institute/School/College	Board	Marks/Grade/CGPA	Edit	Delete
Class 10	Chhabil Dass Public School	CBSE	375/500		
Class 12 PCM	Maharishi Vidya Mandir	CBSE	360/500		
Graduation B.Tech/B.E.	Aligarh College of Engineering & Management		700/1000		

[Back](#) [Next](#) [Add Academic Details](#)

**Step 3:** Add family earnings details and click on **Next**.



The screenshot shows a web form with a sidebar on the left containing navigation links: Personal Info, Education, Family Earnings (highlighted), Documents, Qualitative Achievement, References, and Summary. The main content area has an INSTRUCTIONS section with a red asterisk and text: "\* Please add income details of your parents/guardian." Below this is a table titled "FAMILY EARNINGS" with the following data:

Name	Relationship	Occupation	Total Annual Income	Edit	Delete
Vipin Maheshwari	Father	Business	7887775		

At the bottom of the form are three buttons: "Back", "Next", and "Add Family Income".

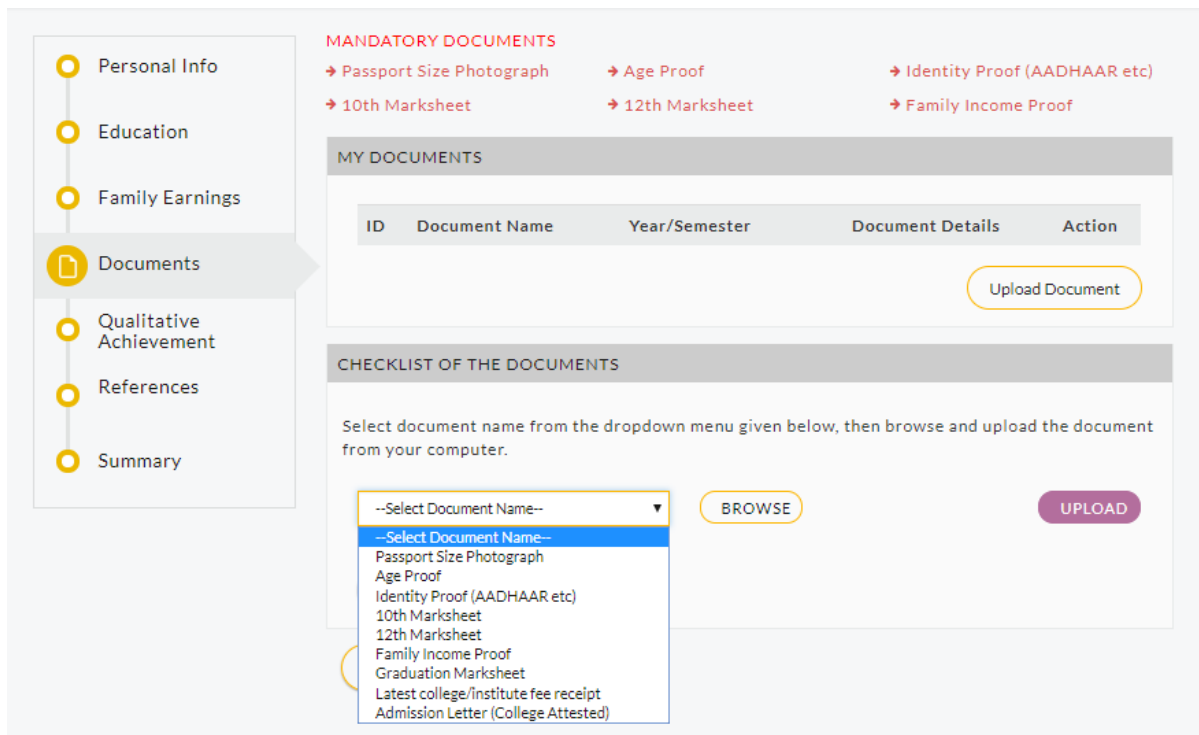


**Step 4: Document attachments:**

Following is the list of documents required at the time of submission of scholarship application. Please provide self-attested photocopies of documents (Tick documents provided).

1. Certificate for proof of residence: - Aadhaar Card, Driving Licence, Ration Card, Passport, Electoral ID card
2. Mark-sheets – 10th and 12th standards, latest year and semester
3. Previous year marksheet
4. Income certificate provided by Panchayat / Pradhan / Tehsil / Self Attested
5. Birth certificate/Age Proof
6. Current year fee receipt / Admission letter (College Attested)
7. Passport sized photograph

Others: - Any proof of participation/appreciation in any govt conducted competition in sports, essay writing, story writing, poetry, etc. (at least district level)



**MANDATORY DOCUMENTS**

→ Passport Size Photograph      → Age Proof      → Identity Proof (AADHAAR etc)  
→ 10th Marksheet      → 12th Marksheet      → Family Income Proof

**MY DOCUMENTS**

ID	Document Name	Year/Semester	Document Details	Action
				Upload Document

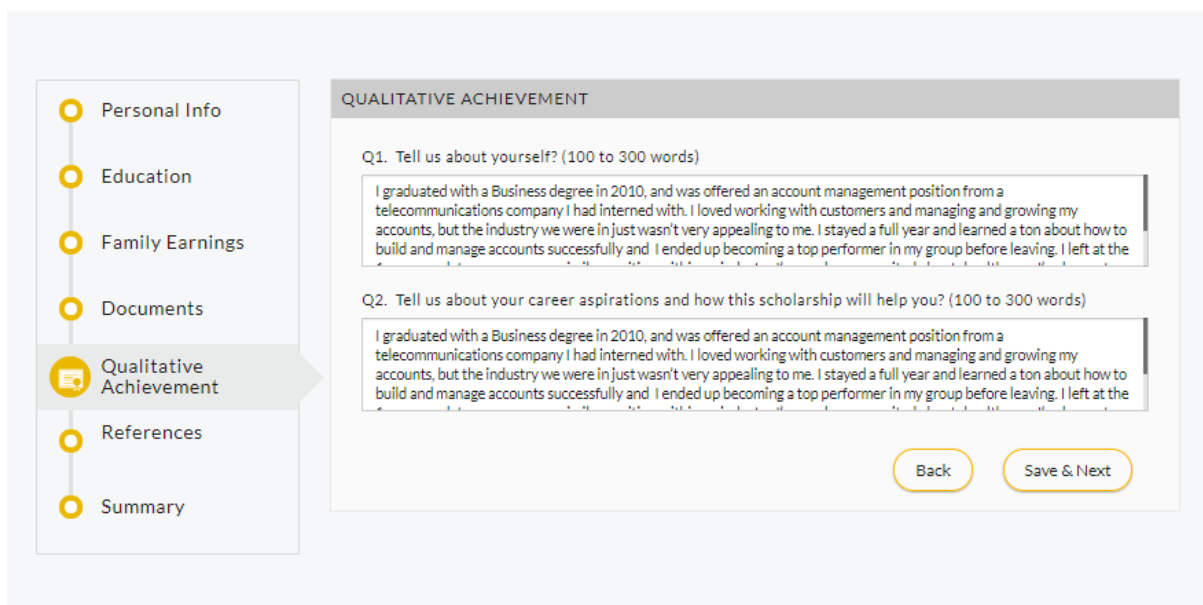
**CHECKLIST OF THE DOCUMENTS**

Select document name from the dropdown menu given below, then browse and upload the document from your computer.

--Select Document Name--      **BROWSE**      **UPLOAD**

- Select Document Name--
- Passport Size Photograph
- Age Proof
- Identity Proof (AADHAAR etc)
- 10th Marksheet
- 12th Marksheet
- Family Income Proof
- Graduation Marksheet
- Latest college/Institute fee receipt
- Admission Letter (College Attested)

**Step 5:** Fill Qualitative Achievements and then click on **Save & Next**.



**QUALITATIVE ACHIEVEMENT**

Q1. Tell us about yourself? (100 to 300 words)

I graduated with a Business degree in 2010, and was offered an account management position from a telecommunications company I had interned with. I loved working with customers and managing and growing my accounts, but the industry we were in just wasn't very appealing to me. I stayed a full year and learned a ton about how to build and manage accounts successfully and I ended up becoming a top performer in my group before leaving. I left at the

Q2. Tell us about your career aspirations and how this scholarship will help you? (100 to 300 words)

I graduated with a Business degree in 2010, and was offered an account management position from a telecommunications company I had interned with. I loved working with customers and managing and growing my accounts, but the industry we were in just wasn't very appealing to me. I stayed a full year and learned a ton about how to build and manage accounts successfully and I ended up becoming a top performer in my group before leaving. I left at the

Back Save & Next

**Step 6:** Add the details of your reference. Click on **Next**.

- Personal Info
- Education
- Family Earnings
- Documents
- Qualitative Achievement
- References**
- Summary

INSTRUCTIONS

\* Please share 2 references (either Teachers, Neighbours or Mentors. Your references cannot be family members).

MY REFERENCES

Name	Phone	Relation	Occupation	Address
Harsh	9849583487	Neighbour	Private Sector Employees	Plot no-4698,Adimata colony,Mancheswar,Bhubaneswar
Satyawan Verma	8901342380	Teacher	Teacher	H. no 277 vill Dhani Garan Majra

Progress bar: 2/2

[Back](#) [Next](#) [Add Reference](#)

**Step 7: Click on Submit.**

**MY REFERENCES**

Name	Phone	Relation	Occupation	Address
Harsh	9849583487	Neighbour	Private Sector Employees	Plot no-4698,Adimata colony,Mancheswar,Bhubaneswar
Satyawan Verma	8901342380	Teacher	Teacher	H. no 277 vill Dhani Garan Majra

Before you, as an applicant, can submit your application to Fair and Lovely Foundation, you must read and agree to these [terms and conditions](#).

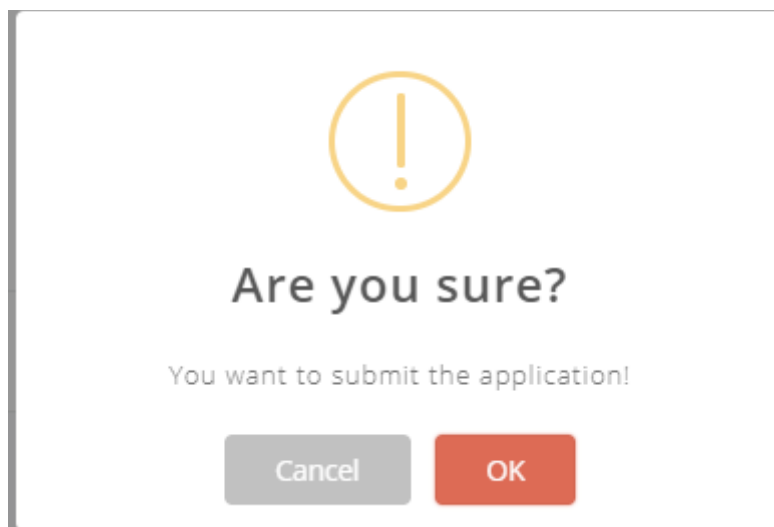
I, **Monika Maheshwari** hereby declare that the information and the documents furnished in/ along with this Scholarship Application Form is true and correct and that I have not withheld any relevant/material particulars/information.

I acknowledge that Fair and Lovely Foundation reserves the right to discontinue this Scholarship at any time without any notice to us and it shall not be held liable for any consequences thereof.

I have read the terms and conditions carefully, I agree that by submitting this application, I am electronically signing the application.

Go to personal info
Submit

**Step 8:** Click on **OK**.



Application has been submitted successfully.

