



National Institute of Fashion Technology, Chennai

NIFT "SARTHAK" Financial Assistance Scheme for the year 2025-26

SARTHAK Timeline, Checklist and Important Instructions

SARTHAK 2025-26 - Timeline:

S.No.	Activity	Timeline
1	Opening of online SARTHAK Applications	21.04.2025
2	Last date for submission of SARTHAK application online form	11.07.2025
3	Announcement of list of eligible and ineligible students after scrutiny. (Ineligible students to be notified through CMS with justification of non-selection.)	25.07.2025
4	Last date of appeals to Campus SDAC and submission of completed forms from student who were not found eligible in the initial scrutiny (Appeals to be given at the Campus only)	01.08.2025
5	Verification of physical documents	04.08.2025 to 25.08.2025
6	Last Date of Notifying the final Names of Students to be Awarded scholarship for the academic year by the Campus on CMS.	27.08.2025

Instructions

1. Application has to be filled completely & no column must be left blank
2. **Read all the Instructions carefully**
3. **Ensure all the requisite documents are uploaded properly.**
4. Each document should be scanned properly and uploaded
5. Documents in other languages must have an attested translation.
6. **All the photocopies should be self-attested by the student.**
7. Ensure the signatures of the student & parents wherever applicable
8. **Applications & all supporting documents should be uploaded in the CMS portal only. No hardcopy submission or Emailing will be entertained.**
9. **Students are informed to complete the process well before 11.07.2025 and do not wait till the last date to avoid any technical issues. Do not send any mail at the last moment informing login issue and etc**
10. **The Form once submitted cannot be edited.**
11. **Contact SDACs or Academic Department, if any assistance is needed**

Original Document Verification:

Sl. No.	Name of the Document
1	PROOF OF PERMANENT RESIDENCE
2	PAN CARD OF APPLICANT (If not available to be applied and submitted)
3	PAN CARD OF MOTHER (If not available to be applied and submitted)
4	PAN CARD OF FATHER (If not available to be applied and submitted)
5	SCHOOL CERTIFICATE FOR CLASS X & XII – Mark sheet
6	BANK STATEMENT OF ALL ACCOUNTS OF THE APPLICANT (for the financial year from 01.04.2024 to 31.03.2025)
7	BANK STATEMENT OF ALL ACCOUNTS OF THE APPLICANT'S MOTHER (for the financial year from 01.04.2024 to 31.03.2025)
8	BANK STATEMENT OF ALL ACCOUNTS OF THE APPLICANT'S FATHER (for the financial year from 01.04.2024 to 31.03.2025)
9	ITR OF LAST 3 YEARS OF MOTHER (for the year 2022-2023, 2023-2024 & 2024 – 2025)
10	ITR OF LAST 3 YEARS OF FATHER (for the year 2022-2023, 2023-2024 & 2024 – 2025)
11	IN ABSENCE OF ITR/PAN CARD 26AS OF MOTHER (for the year 2022-2023, 2023-2024 & 2024 – 2025)
12	IN ABSENCE OF ITR/PAN CARD 26AS OF FATHER (for the year 2022-2023, 2023-2024 & 2024 – 2025)
13	INCOME CERTIFICATE OF MOTHER ISSUED BY AUTHORISED SIGNATORY (FORMAT A) (not below the rank of Tehsildar or Sub-Divisional Officer or the area where the candidate and/or his family normally resides)
14	INCOME CERTIFICATE OF FATHER ISSUED BY AUTHORISED SIGNATORY (FORMAT A) (not below the rank of Tehsildar or Sub-Divisional Officer or the area where the candidate and/or his family normally resides)
15	ANNUAL INCOME OF MOTHER FROM ALL SOURCES AS PER INCOME CERTIFICATE
16	ANNUAL INCOME OF FATHER FROM ALL SOURCES AS PER INCOME CERTIFICATE
17	UNDERTAKING BY THE PARENTS (FORMAT B)
18	UNDERTAKING BY THE APPLICANT (FORMAT C)

IMPORTANT NOTE:

As per the SARTHAK policy Page No: 04, Point No:7 (iv) Even if the original of a single document out of the required list of mandatory documents is missing, the application will be deemed to be incomplete and will be prima facie rejected. No exceptions shall be accepted for any student in this regard under any circumstances.