



हिन्दुस्तान पेट्रोलियम कॉर्पोरेशन लिमिटेड

(भारत सरकार संस्थान) रजिस्टर्ड ऑफिस 17 जमशेदजी टाटा रोड, मुंबई - 400 020

HINDUSTAN PETROLEUM CORPORATION LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE) REGISTERED OFFICE: 17 JAMSHEDJI TATA ROAD, MUMBAI-400 020
CIN : L23201MH1952GOI008858



विशाख रिफाइनरी, पोस्ट बाक्स नं. 15, विशाखपट्टनम - 530 011 (आंध्रप्रदेश), फोन 2895000, 2895100

VISAKH REFINERY, POST BOX NO.15, VISAKHAPATNAM-530 011 (A.P.), PHONES : 2895000, 2895100

Handwritten notes:
A.P.S.R.
28/9/18
MHR

HR/CHPSB/SCH

03/09/2018

To

The Principal
M/s. AVN College,
Near Poorna Market
Visakhapatnam-1

Award of Scholarships (Fresh/Renewal) to SC/ST/OBC/PWD Students: 2018-19

Dear Madam/Sir,

You are aware that our Corporation has been awarding Scholarships (fresh as well as renewals) to SC/ST/OBC/PWD degree students of Govt Degree Colleges in Visakhapatnam district. This year also we are in the process of awarding scholarships. You are, therefore, requested to call for applications from the eligible students for fresh scholarships and also for renewal of existing scholarships in the attached application format.

We further request you to **scrutinize the applications thoroughly** and forward only those applications **that fulfill the eligibility criteria prescribed in the application**. Applications duly certified by you in the second page of each application kindly be sent to us **through your representative** so as **to reach by October 05, 2018** to enable us to process the same and award the scholarships for the year 2018-19.

While forwarding the applications, please ensure that consolidated lists of applications (one list each for fresh and renewals separately along with Bank Account no. of the students) should be attached in the following format. The same lists should also be made available in soft form in a CD or through e-mail to sarmaus@hpcl.in (2894032), mkvin@hpcl.in (2894031), chpsundharababu@hpcl.in (2894018), and anilpalakaluri@hpcl.co.in (2894006). Please mention in your covering letter, the **Contact phone Nos. and E-mail address** of the College & Principal for speedy communication.

List of Applications for Fresh/Renewal Scholarships:..... College							
(please make lists for Fresh and Renewals separately)							
Sl No	Name of the Student	Studies pursuing during 2018-19		% of marks obtained during previous academic year	Category (SC/ST/OBC/PWD)	Annual Income of parents/ Guardian	ACCOUNT NO BANK NAME IFSC CODE SEPARATE COLUMNS
		Course	Year				

Please note that while preparing the lists in the above format, enlist the details Course wise, Year wise and Category wise (SC/ST/OBC/OBC/PWD) for Fresh & Renewal applications separately and ensure name of the students shall be replicated correctly.

Your timely action in this regard is solicited

Thanking you,

Yours very truly,

N. Rajan Rao
Narisetty Rajan Rao
GM(I/c)-HR

Encl: Application Format