

Dear Kevin,  
Indian Business Academy  
Bangalore

**Greetings from HDFC Bank !**

Its a pleasure form our side to inform you that we are pleased to have a Tie up with your esteemed organisation to provide education loans. As discussed please find the details and terms and conditions of the various offerings from us.

<b>Institute Name</b>	<b>Indian Business Academy</b>			
<b>Loan Amount</b>	Maximum of Rs.4 Lakh			
<b>Margin</b>	NIL			
<b>Security</b>	Collateral to be taken if Loan Amount is exceeding 4 Lacs, i.e. Property or FD Students not meeting the HDFC Bank credit criteria may also be required to furnish additional security as acceptable to HDFC Bank.			
<b>Interest</b>	A special rate of 13 % p.a.			
<b>Moratorium</b>	2 + 1 Year			
<b>Repayment period</b>	The borrower will have the choice of repayment in 12, 24, 36 or 48 Equal Monthly Installments after Moratorium. The loan tenor will be based on the employment of the co-applicant and at the sole discretion of HDFC Bank.			
<b>Emi Per lakh Per Month</b>	<b>12 Months</b>	<b>24 Months</b>	<b>36 Months</b>	<b>48 Months</b>
	Rs. 8932	Rs. 4754	Rs. 3369	Rs. 2683
<b>Processing charges</b>	Nil			
<b>Prepayment charges</b>	4% of the outstanding amount. No part prepayment possible.			
<b>Co Borrower</b>	Mandatory - Parent / Blood Relations / Spouse and the income documents of the co-applicant will be of primary consideration and must meet the required HDFC bank policy.			
<b>Documentation*</b>	<ol style="list-style-type: none"> <li>1.Letter from the Institute confirming the borrowers admission to the course</li> <li>2.Letter from the Institute detailing the fee structure and payment schedule</li> <li>3.All mark sheets from SSC / 10th Std of the borrower</li> <li>4.Applicant and co-applicant loan Application forms (with Photographs) to be submitted</li> <li>5.Income proof of Co-applicant</li> <li>6.Address Proof (for Permanent Address): Telephone Bill / Electricity</li> </ol>			



HDFC Bank Ltd.  
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CMH Road, Indiranagar,  
Bangalore-560038  
Tel. : 25202852  
Fax : 25202855

Bill/ Gas Bill / Ration Card / Passport / Voter's ID card / Driving License. Verification will be conducted at this address.

\* Please find attached the checklist of the documents required to be submitted by applicant and co applicant for your internal circulation. Any queries please revert back to me.

*Note: Loans will be at the sole discretion of HDFC Bank and all the bank's credit criteria will have to be satisfied as per our policy from time to time. HDFC Bank also reserves the right to change the interest rate in future in case of increase in PLR.*

#### **Terms and conditions**

1. HDFC Bank shall grant the Education loan facilities to the students of **Indian Business Academy** , who are desirous of availing the said facility explicitly for funding Higher Education courses offered by your institute. The repayment of which shall be in EMI and will commence and conclude as per the agreement with the respective borrower. The Education Loan facility will be offered to the students as per the above terms and conditions
2. The Education loan facility will be subject to sole discretion of HDFC Bank who shall either consider to provide or reject the same and on such terms and conditions as may be prescribed by HDFC Bank in terms of its Bank Credit policy from time to time.
3. HDFC BANK will verify independently all finance related parameters of the student of **Indian Business Academy** according to its set eligibility criterias and as per its usual practice and policy of HDFC Bank like, handling inquiries on credit documentation, collection of loan application and requisite enclosures, document verification, execution of loan agreement, collection of post dated cheques etc. from the students.
4. It will be the sole responsibility of HDFC BANK to ensure completion of total credit formalities including the credit appraisal within such a time frame so as to advise the final credit decision to **Indian Business Academy** in writing under 15 working days after the receipt of all relevent and complete documents required for processing of the loan.

Thanks & Regards,

Suryakanta Das  
Retail Assets

**Documentation Part for Applicants / Students:-**

Age Proof

Sign & ID Proof

Address Proof (if both applicant & co-applicant stay at different places)

Admission Letter along with Fee Schedule  
I- 20 for Courses in USA  
TOEFL / IELTS for all Abroad Courses.

Course Certificate from SSC Onwards

Relationship proof with Co-Applicant

Mark list of all the years for the latest held Qualification

Self Declaration Form : I have not applied for any other bank for education loan

**Salaried Profiles as Co-Applicants :-**

Age Proof

Sign & ID Proof

Address Proof

Salary Slips / Salary Certificates For last 3 months

1

Bank Statement for last 6 months

Current Employment Stability Proof : Minimum period in the current job to be minimum 1 year.

Total Employment Stability Proof : Total work experience of 2 years.(Form 16)

2

**Self Employed Individuals as Co-Applicants :-**

Age Proof

Sign & ID Proof

Address Proof

Qualification Proof ( for Self Employed Professionals)

Income Tax Returns for last 2 Assessment Years along with CA Certified (with Membership No. )

Computation of Income

Profit & Loss A/c

Balance Sheet with Annexure & Notes to accounts

Tax Audit Report if applicable

Bank Statement for last 6 months

Business Stability / Continuity Proof :

Partnership Deed (for Partners )\* :

Memorandum of Association & Form NO. 32 (for Directors  
Financial Documents of the firm also is required if Co-Applicant is a Partner / Director.