

Education Loan Checklist

1. Application Form and Assets & Liability Form

- Application Form and Assets & Liability Form (Form 135) duly filled in and signed, including details pertaining to Product, Scheme, Insurance, etc.
- Recent Passport-Size Photograph of Borrower/Co-borrower affixed on the Application Form / Form 135.
- Details on the Application Form should match KYC Documents (e.g., Name, Address, DOB, etc.).

2. KYC as per Bank Guidelines with Self-Attested Copies & Originals to be shown to the Bank

- Passport (all pages) and Visa
- PAN and Aadhaar (Present and Permanent address)
- Driving Licence & Voter ID
- Proof of Liquid Source of Margin

3. Admission-Related and Other Documents

- Admission Confirmation Letter from the College / University / Institute
- Detailed Fee Structure I-20 / I-20 Declaration (as applicable) for the entire Duration of the Course
- IELTS / TOEFL / GRE / NEET Scores, as applicable
- Mark List / Course Certificates for 10th, 12th (Plus Two), Degree, PG, or any other Completed Qualification
- Details of Living Expenses (for scholars)
- Any other Document Relevant to the Case
- If Disbursement before Visa is Requested Submit a Letter of Request from the Borrower

4. Bureau Reports

- CIBIL
- Equifax
- Check for any Write-Offs, Settlements, or Adverse Remarks in the Reports
- If "Yes," Justification must be Submitted

5. Pre-Sanction Report / CPV by Bank Official or Agency

- Property Inspection by Bank Officer, with Boundary Details and Recommendation for Sanction from the PSI Angle

6. TCR Report (Title Clearance Report)

- TCR in the Prescribed Format from an Empanelled Lawyer
- Copy of All Parent Documents Mentioned in the TCR must be Available
- Report must cover all Vital Information and Clarifications, such as:
 - Property Description / S. No.
 - Status of Property (Marketable & Enforceable)
 - Litigation and Charge Details / POA Transactions
- Tracing should be done for 30 years; if not, Reasons must be Specified
- Legal Opinion should be based on Original Title Deeds, Sale Agreement, and Other Property Documents (*Not applicable if the property is already mortgaged*)

7. Valuation Report

- Valuation Report in the prescribed format from an Empanelled Valuer
- Report must include:
 - Year and Date of Construction or Purchase
 - Age of the Property
 - MV / RC / DV / Government Value
 - Structural Soundness Certificate (required for properties over 20 years old)
 - Occupancy Details
 - Residual Life of the Property
 - Property Photographs
 - Approved Plan Details and any Deviations, if applicable
- Valuation Report Duly signed by Authorised Agency Personnel with Seal/Stamp
- Valuation Report to be Countersigned by Bank Official / SMS with Remarks: "Seen & Noted"

8. Property Documents

- Copy of Title Deeds and Prior Deeds
- EC for 30 years
- Tax Receipts and Mutation Details
- Approved Plan / Rough Plan
- Building Permit
- Layout Approval
- If a Plot of Land is Offered as Security, it must be Demarcated and Boundaries Clearly Verifiable

9. Other Documents / Requirements

- POA if documents are executed by a POA Holder
- Approval of POA by the Concerned Authority
- Copy of In Principle Sanction Letter, if Previously Approved