



Mantra Abroad Education

Documents & Guidelines Checklist

MANTRA ABROAD EDUCATION - DOCUMENTS CHECKLIST

1. DOCUMENTS CHECKLIST FOR OFFER LETTER

- Passport: Applicant & Spouse (if applicable)
- SLC / SEE: SLC Mark sheet & Character certificate
- NEB / Proficiency Certificate Level / Advance Level (GCE):
 - +2 Transcript
 - Character certificate
 - Provisional certificate
 - Registration certificate for Nurses
- Bachelor / BSc Nursing / UG:
 - Bachelor Transcript
 - Character certificate
 - Provisional Certificate / Migration
 - Degree Award Certificate
- English Test Score: IELTS / PTE
- Working Experience (if any)
- Statement of Purpose (SOP)
- Bio Data / Resume
- University/institutions student application form & GTE declarations
- Marriage Certificate (if married)

2. FINANCIAL DOCUMENTS CHECKLIST FOR GTE STAGE

- FUND (Cash):
 - Bank Balance Certificate
 - Bank Statement Source of Fund (Savings, Sales Deed, Vehicle Sales, etc.)
 - Property Sale Documents (Rajinama from Malpot office, Lalpurja, Tax receipts, Cheque copy, 3 years Tax Receipts)
- EDUCATION LOAN:
 - Loan Offer Letter
 - Property Valuation Report by certified engineer
 - Lalpurja (Land Ownership Certificate)
 - Mortgage & Deed details
 - Loan Disbursement & Account Bank Statements



- **BUSINESS INCOME:**

- Business Registration & PAN/VAT Certificate
- Audit Report (Last 2 years) & Income Tax Clearance (Last 3 years)
- Itemized Bank Statements (Last 12 months)

- **HOUSE RENT / LAND LEASE:**

- Contract Paper & Lalpurja
- Minimum 1 year rental tax clearance from Ward Office
- Itemized Bank Statements (Last 12 months)

- **SALARY:**

- Job Letter, Pay Slips (Last 12 months), Employee PAN, Tax clearance (3 years)
- Personal / Salary Bank Statements (12 months)

- **VEHICLE / PENSION / FOREIGN INCOME:**

- Blue book, Pension Certificate, Foreign PR/Tax returns/Bank Statements

3. CALCULATION OF FUNDS (STUDENT VISA)

- Single Student: Tuition Fee (1 Year) + AUD\$ 29,710 (Living) + OSHC + AUD\$ 3,000 (Travel)
- Couple (With Dependent): Tuition Fee (1 Year) + AUD\$ 29,710 (Living) + OSHC + AUD\$ 6,000 (Travel) + AUD\$ 10,394 (Dependent Living)
- Children: Add AUD\$ 3,152 for each child

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