



### LOAN PROCEDURE

Econstruct has partnered with Neev Finance for easy facilitation of loan for the students who need financial assistance. Visit <https://www.neevfinance.com> for more information about the company.

Steps followed are :

1. You can take detailed information about loan from

Vinay [Business Development Manager at NEEV FINANCE]

+91 9886288168

Or apply online at

<https://www.neevfinance.com/apply-education-loan/>

2. If candidate is applying through loan, the following list of documents are required:

1. Pan Card
2. Address proof : Aadhaar & gas bill copy
3. Recent 3 months' salary credited bank statement
4. Recent 2 months' salary slip
5. Fee structure [provided by Econstruct depending on the course applying for]
6. Student details [Aadhaar Card, PAN card (if applicable), Passport size photographs]
7. Submission of Cheque
8. 2 reference number one from family and one from friend and your email ID



## **ECONSTRUCT Design & Build Pvt. Ltd.**

---

Please note : Loan tenure and Loan amount will depend on the course you are applying for. If candidate is applying for composite program, the loan tenure is equal to course duration [12-14 months].

3 . Once the document verification is done. The loan can be sanctioned within 3-7 days.

Disclaimer : The loan facility is being provided by Econstruct for student's assistance. Econstruct holds no responsibility if the loan is not sanctioned before the batch starting date. We recommend the candidate to expedite the process of document submission to get the loan approval.



## **Documents:**

### **At the time of Loan Application:**

#### 1. KYC of APPLICANT:

- a. Aadhar Card
- b. PAN Card
- c. Latest 3 months Bank Statements
- d. Income documents (Latest year Income Tax Return/Latest 1 month of Payslip)

#### 2. Fee structure provided by the institute.

### **Income Documents of Applicant**

<b><u>Salaried customer</u></b>	<b><u>Self Employed</u></b>
<ol style="list-style-type: none"><li>1. Latest One month of Pay Slip</li><li>2. Three Months Latest Bank Statement reflecting Salary Credit</li></ol>	<ol style="list-style-type: none"><li>1. Latest year IT returns (Optional)</li><li>2. Three Months Latest Bank Statement reflecting Business Income</li><li>3. Proof of Business like VAT/CST/Shop Establishment certificate/Income Certificate etc (Optional)</li></ol>

### **At the time of Loan Disbursal:**

- The applicant needs to sign on the Agreement/E-Agreement, Physical NACH form/E-NACH and Vernacular signature form if require.
- The applicant needs to pay PF and advance EMI. Payment can be made thru Cheque/DD/NEFT/IMPS/Wallet/UPI/Cash are accepted.
- The applicant needs to submit 1 security cheque and minimum 5 EMI cheques.

## **Neev Finance – Loan Process Flow**

### **A. Sourcing: Online /Offline**

#### **Offline:**

1. Submitting physical hard copy to our dedicated executive placed at branch wise.

#### **Online:**

1. Apply Online - <https://www.neevfinance.com/apply-education-loan/>

Or

2. A borrower can also share the documents according to the checklist via email i.e., [contactus@neevfinance.com](mailto:contactus@neevfinance.com)

Or

3. Share soft copy through our dedicated WhatsApp contact.

### **B. File processing (Operation + Credit):**

Once a loan application has been received with complete documentation (As per Annexure), the case will be decisioned within TAT of 16 working hours and the decision will be communicated to the Student and Institute.

### **C. Post Sanction:**

Our executive will get in touch with borrower for completion of Loan Agreement completion which includes

1. Loan Agreement Signatures (The same can be done Digitally as well)
2. Submission of Cheques/ NACH Signatures (Nach can be done digitally for selected banks as per NPCI).

### **D. Funds Disbursal:**

Post completion of disbursement documentation formalities Neev will transfer the funds to the beneficiary i.e. Institute's account within 24 hrs.

Detailed MIS will be shared with the Institute post every loan Disbursal.