

We have an opportunity to utilize your services towards Sugati. One of our prospects residing / studying in your area has approached us to fund him and our committee has recommended evaluating his/her application in order to make a decision.

What do you need to do?

The application form enclosed contains contact numbers of school and the student/ parent(s). Please call the School and the student/parent(s) to schedule an appointment to meet and talk to them. Do keep in mind that interactions with parent(s), student and the school authorities could be time consuming since you would have to dive into all the possible details to understand the prospect better.

Interview the student, talk to his/her parent(s), his teachers and Principal to understand the following:

1. Academic performance of the student
2. Special attention if any required to the student
3. Extracurricular interests and talents of the student
4. Financial background of the student's family

You would have to do a detailed analysis of various aspects mentioned in the application form and also fill up the evaluation sheet provided by us concluding with your opinion on whether Sugati should fund the prospect or not.

Please do understand that our decision to proceed with the prospect would largely weigh on the evaluation sheet provided by you, we thus request you to take outmost care in interviewing the student, parents, the school authorities and filling up the form.

What have we provided?

We are enclosing the following along with this mail for you to complete the evaluation:

1. Completed student application form
2. Copies of progress reports and marks sheet
3. Contact details of
 - a. School, teachers and Principal
 - b. Parent(s)
4. Evaluation sheet to be filled up by you.

Our prior experience tells us that this whole activity could take anywhere between 3 to 5 hours provided both parent(s) and school authorities are available on the same day to talk to you. So please plan appropriate time for this activity and do not complete this in a hurry.

Should you have any queries, questions at any point of time during this process, feel free to write to us at admin@sugatifoundation.org (email ID). In case of any urgent or on the spot queries.