

Scholarship Application Checklist & Guidelines

Eligibility Criteria

1. Age 16 years and above.
2. Applicant must be of Indian Nationality.
3. Must be committed to building a career in music.
4. Applicant should meet the education criteria of the music institute they are applying to.
5. Must demonstrate musical talent & excellence in the field in which they are seeking a scholarship.
6. Applicant's total or combined annual family household income (i.e., father, mother, siblings and spouse) must be below Rs. 8,00,000/- (Rupees Eight Lakhs only).

Documents

Ensure the following documents are self-attested and uploaded in the application form along with the declaration/s as applicable, confirming that all information and documents provided are true and accurate. Any false or misleading information will result in disqualification:

*Note: '**' means mandatory documents*

1. Personal Documents of the Applicant

- Passport Size Photo*
- Aadhaar Card*
- PAN Card*

2. Financial Documents

- a. Bank statements for the past 3 years for every account held by the applicant and their family (i.e., father, mother, siblings and spouse) *
 - b(i) Last 3 Years' Income Tax Return (ITR) of the applicant and its family (i.e., father, mother, siblings and spouse) *
- OR
- b(ii) Income Certificate of the applicant and its family (i.e., father, mother, siblings and spouse) *
 - c. Last 3 Months' Salary Slips of applicant and its family (i.e., father, mother, siblings and spouse).
 - d. Ration Card
 - e. Below Poverty Line (BPL) Card.

3. Declarations

These declaration forms will be made available during the application process as and when applicable.

1. Financial Declaration
2. NON-ITR Filing Declaration
3. No Salary Slip Declaration
4. No Financial Aid from Family

4. Education & Music Background

Documents evidencing education & music background

- a. Current/Last Academic Marksheet (if available and applicable)
- b. Current/Last Music-related Marksheet or Certificates
- c. Music Portfolio Link (refer to 'Checklist -> Music Portfolio')

- d. Referral Letter
- e. Letter/s of recommendation from your music mentor/s or someone you have worked or collaborated with in music, who can speak in depth about your musical strengths and skills.)

5. Institute Documents

The following documents are to be submitted from the accredited and registered Indian music Institute in which you have secured an admission.

The documents must be submitted on the Institute's letterhead, duly stamped & signed by the designated authority ONLY after you have secured the scholarship:

- PAN Card / TAX ID*
- Bank Account details (Cancelled Cheque)
- GST registration (where applicable).
- Proof of physical premises (lease/utility bill/trade license)
- Prospectus for the relevant course
- Any affiliation documentation with recognised bodies. Absence of formal affiliation shall not automatically disqualify an institute.
- Course Fee Structure Letter on the institute's letterhead stating the fee structure, account payment details, and corresponding payment timelines. *
- Admission/enrolment letter with beneficiary identity on it. *
- Formal fee receipt addressed to the Foundation, recording beneficiary name, course, and amount *

Music Portfolio

Your music portfolio should be a summary of your accomplishments in music or the field in which you are seeking a scholarship. This may include, but is not limited to:

- Performances.
- Original compositions.
- Participation in bands, orchestras, choirs, or cyphers.
- Other noteworthy collaborations.

*Note: (i) Your portfolio can be shared in any format that suits you, such as video links via YouTube/PDF;
(ii) If you have multiple video links, create a single PDF document listing the name and description of each video, and share the link to that document.*

Audition Video

The audition video should be created for the music field in which you are seeking a BookAChange Music scholarship (For format, refer to '[Video Requirement Checklist](#)').

- Start the video by introducing yourself with your full name and area of specialization.
- The audition video must be done in a single, continuous, and unedited take.
- Your face and musical instrument/equipment (if applicable) must always be visible in the video.
- Video Duration: Minimum: 60 Seconds and Maximum: 90 Seconds.

Statement of Purpose

The statement of purpose should be about your passion for music, career goals and how the BookAChange Music scholarship will help you achieve them. Additionally, mention any awards, competitions, or recognition received in music.

i. Written Essay (Not more than 500 words)

OR

ii. Video Essay (Not more than 90-seconds. For format, refer to '[Video Requirement Checklist](#)')

Video Requirement Checklist

- All videos (audition, portfolio, etc.) are to be uploaded on YouTube.
- Whilst uploading your video, please ensure that the 'Visibility' tab is set to 'Unlisted'.
- Secure a link for your video file and share it with us.

Scholarship Selection Process

Step 1. Apply Online

- Complete the application form as available on the website and upload the required documents.

Step 2. Review & Shortlisting

- a. Review Process
 - Your application will be reviewed based on your financial documents, music portfolio, audition video, written essay and other documents collected at the time of application.
- b. Shortlisting
 - Shortlisted applicants will be notified that they have been selected for the next round - Personal Interview via email.
 - Applicants who have not been shortlisted will be notified via email.

Step 3. Personal Interview

- a. Shortlisted applicants will be invited for a personal (in person/online) interview. This will also include an on the spot audition/skill test.

Step 4. Scholarship Confirmation

- Applicants who have cleared their personal interview will be notified via email that they have been awarded the BookAChange Music Scholarship.
- The scholarship recipient should confirm their acceptance within 15 days of receiving the scholarship confirmation notification and sign MOU as available on the application form.
- Failure to respond within 15 days will result in lapse of your scholarship.
- The scholarship recipient will be required to complete final formalities. Details of the same will be made available.

Scholarship Fund Disbursement Process

- a. Institute's documents along with the applicant's admission letter from the Institute are to be submitted for BookMyShow Foundation to disburse the scholarship amount. (Refer to section: Institute Documents)
- b. BookMyShow Foundation will disburse the scholarship amount directly to the Institute's bank account.
- c. If the BookAChange scholarship recipient does not complete the course/drops out at any juncture, they will be liable to reimburse BookMyShow Foundation the full scholarship amount disbursed/paid to the Institute.
 - In the event of discontinuation of the course, BookMyShow Foundation reserves the right to review future scholarship support and seek reasonable clarification/documentation regarding the discontinuation. Any refund recoverable from the institute shall be remitted directly to BookMyShow Foundation.
- d. No scholarship amount shall be disbursed in cash to any applicant or beneficiary

Renewal of Scholarship

Recipients of a BookAChange Scholarship who wish to apply for a scholarship in subsequent years must submit a fresh application, following the same process.

Data Protection & Consent

1. By submitting the application, applicants consent to the collection, storage, verification, and processing of personal information and documents by BookMyShow Foundation solely for purposes connected with scholarship administration, due diligence, legal compliance, audit, impact assessment, and program-related communication.
2. BookMyShow Foundation shall collect, store, process, use, retain, and share personal data only to the extent necessary for scholarship administration, verification, due diligence, audit, impact assessment, fraud prevention, statutory compliance, and program-related operations.
3. BookMyShow Foundation shall implement reasonable security safeguards and data protection measures in accordance with applicable laws, including the Digital Personal Data Protection Act, 2023 ("DPDP Act"), and shall endeavour to ensure that personal information is processed in a lawful, fair, secure, and purpose-limited manner.
4. By submitting the application and related documents, applicants and institutions consent to such collection, processing, verification, storage, and limited sharing of information with authorised advisors, auditors, verification agencies, consultants, service providers, or regulatory authorities strictly for purposes connected with the scholarship program.

Disclaimer

1. No queries or requests will be entertained via phone calls.
2. Applications that are not duly completed will not be reviewed or considered.
3. Submission of an application does not guarantee approval of the scholarship.
4. All information and documents provided must be true and accurate. Any false or misleading information will result in the application being deemed invalid and may lead to legal action.
5. Scholarships are awarded solely at the discretion of BookMyShow Foundation.
6. BookMyShow Foundation reserves the right to modify the scholarship process, eligibility criteria, application deadlines, and required documents at its discretion without prior notice. Updated process will be uploaded on the website.
7. Applicants are responsible for completing all institute enrollment formalities at its own cost and expenses. Submitting a scholarship application does not guarantee admission to any course of the institute.
8. Once submitted, application details, requested financial support, or course choices cannot be changed unless explicitly allowed by BookMyShow Foundation on a case to case basis.
9. The scholarship covers tuition fees only. Requests for additional expenses such as boarding, lodging, instruments, or study materials may be considered separately if approved.
10. BookAChange scholarship recipients will be requested to share their progress updates, participate in surveys & events, or provide feedback for program evaluation purposes.
11. By submitting images/audio-video content to BookMyShow Foundation, you hereby grant consent to BookMyShow Foundation to own rights to all images/audio-video content, which can be used for the purposes of advancing the scholarship program.
12. Award of scholarship does not create any employment, placement, representation, endorsement, or future engagement obligation on the part of BookMyShow Foundation.
13. BookMyShow Foundation reserves the right to accept, reject, defer, suspend, or discontinue any application or scholarship at its discretion, in accordance with applicable policies and verification outcomes.
14. Scholarship support is personal to the selected beneficiary and shall not be transferable, assignable, or substitutable to any other individual, course, or institution without prior written approval from

BookMyShow Foundation.

15. Any change in course, institution, duration, fee structure, or program details after scholarship approval must be immediately disclosed to BookMyShow Foundation and shall remain subject to fresh review and approval.
16. BookMyShow Foundation shall not be responsible for delays, disruptions, cancellations, or inability to continue any program, event, audition, course, or scholarship process due to circumstances beyond reasonable control, including governmental restrictions, natural calamities, technical disruptions, public health events, or institutional closures.
17. BookMyShow Foundation reserves the right to conduct enhanced verification, including site visits, video verification, references, or independent diligence.
18. Verification or approval of any institute by BookMyShow Foundation is limited solely to scholarship administration purposes and shall not be construed as accreditation, endorsement, guarantee of quality, or assurance of educational outcomes.
19. BookMyShow Foundation reserves the right to conduct verification, audits, or seek additional documentation at any stage of the scholarship process to ensure compliance with eligibility and utilisation requirements.
20. In the event BookMyShow Foundation reasonably determines that any scholarship amount has been misutilised, improperly retained, diverted, incorrectly applied, fraudulently claimed, or utilised in a manner inconsistent with the approved educational purpose or scholarship terms, whether by the beneficiary or the institution, BookMyShow Foundation reserves the right to suspend further disbursements and seek immediate refund/recovery of the relevant amount from the institution and/or beneficiary, together with supporting utilisation records, explanations, and related documentation.
21. BookMyShow Foundation reserves the right to request any additional documents, clarifications, declarations, interviews, verifications, or supporting materials at any stage of the application, evaluation, disbursement, or post-disbursement process.
22. The applicant/student shall ensure that complete and accurate information relating to the course, curriculum structure, duration, fee structure, payment schedule, attendance requirements, timetable/schedule, faculty details (where available), institute policies, and any other material academic or administrative information relevant to the scholarship is disclosed to BookMyShow Foundation ("BookAChange") prior to disbursement of any scholarship amount.