

DIRECTORATE OF EDUCATION
PLANNING BRANCH, GOVT. OF N.C.T OF DELHI
1stFLOOR, OLD PATRACHAR VIDYALYA BUILDING
TIMARPUR, DELHI – 110054

F. No. DE 18-3 (28)/PLG/NSP/2022-23/ 4812-4820

Dated- 04/8/2022

CIRCULAR

Subject: Regarding launching of Central Sector Schemes of Pre-Matric and Post-Matric Scholarship schemes for Minority students for the year 2022-23 on National Scholarship Portal (NSP) by M/o Minority Affairs, Govt of India.

Please find enclosed herewith the letter No. F.43(23)/CSS Scholarship/2022-23/482-503 dated 01.08.2022 issued by the State Nodal Officer (Scholarship), Revenue Deptt, Govt of NCT of Delhi with the letter No. SS-15/4/2021-Scholarship-MoMA dated 20.07.2022 (along with detailed guidelines & SOP) of the Secretary, Ministry of Minority Affairs, Govt of India on the subject cited above.

Vide the aforementioned letters, it has been informed that the Central Sector Scholarship Schemes for minorities students in school education, namely, Pre-Matric Scholarship Scheme and Post-Matric Scholarship Scheme have been launched for 2022-23 as per following timeline:

➤ **For Pre-Matric Scholarship for Minority**

Last date of online submission of application by eligible student on NSP	30 th September, 2022
Last date for School/Institute level verification by INO*	16 th October, 2022

➤ **For Post-Matric Scholarship for Minority**

Last date of online submission of application by eligible student on NSP	31 st October, 2022
Last date for School/Institute level verification by INO*	15 th November, 2022

***For online verification on NSP, the INO of school must be Aadhaar Authenticated**

All Head of Schools are requested to go through the detailed guidelines and Standard Operating Procedures (SOP) provided with the said letters, which are also available at www.scholarships.gov.in & www.minorityaffairs.gov.in. In this regard, **HoSs of Govt./Govt. Aided/Recognized Unaided Pvt. Schools/MCD/MCD Aided/MCD Unaided/NDMC/DCB and KVS schools have to ensure proper dissemination of information regarding launching of schemes, its timeline, eligibility etc through displaying on school's notice board and by announcing at the time of morning assembly in school so that eligible students may apply well in time.** For the purpose, school must have a Institute Nodal Officer (INO) for NSP (Minority Schemes).

As per guidelines of the schemes, the students studying in Govt./Govt. Aided/Recognized Unaided Pvt. Schools/MCD/MCD Aided/MCD Unaided/NDMC/DCB and KVS schools belonging to centrally notified minority communities viz Buddhist, Christian, Jain, Muslim, Sikh, and Zoroastrian (Parsis) may apply online on National Scholarship Portal (NSP) subject to following conditions:

- **Pre-Matric Scholarship for Minority-** Secured not less than 50% marks in the previous final exam and annual income of their parents/guardian from all sources **does not exceed Rs. 1 Lakh.**
- **Post-Matric Scholarship for Minority-** Secured not less than 50% marks in the previous final exam and annual income of their parents/guardian from all sources **does not exceed Rs. 2 Lakh.**

The briefs extracted from SOP (Point No. 4.2.2) provided by the MoMA, Govt of India are as under:

- (i) **Every school must be registered on NSP and get their KYC and Aadhaar-Demo-Authentication done at the earliest (within 5 days of issuance of circular).**
- (ii) **Nominated INO of school for NSP (Minority Schemes) must be Aadhaar Authenticated otherwise he/she will not be able to do online verification of scholarship applications in r/o aforementioned schemes and the liability for this lapse will lie on HoS/INO.**

At last, it is requested to all Head of Govt./Govt. Aided/Recognized Unaided Pvt. Schools/MCD/MCD Aided/MCD Unaided/NDMC/DCB and KVS schools that they have to read guidelines and Standard Operating Procedures (attached herewith) minutely so that all eligible students can be provided proper guidance by them to apply online and their applications verified smoothly by INO within given time frame. Here, it is pointed out that during 2021-22 many school's INO had not verified applications on NSP and needy students deprived of their scholarship; this lapse has been taken very seriously by the government and it is warned that any such recurrence of lapses during current session will attract penalty as per service rules.

**All Head of Schools
(Govt./Govt. Aided/Recognized Unaided Pvt. Schools/
MCD/MCD Aided/MCD Unaided/NDMC, DCB and KVS schools)**


(C. K. Dutta)

Jt. Director (Planning)
P.T.O.

Copy for information to:

1. PS to Secretary (Education), Govt. of NCT of Delhi, Old Secretariat, Delhi-110054.
2. PS to the Director (Education), Govt. of NCT of Delhi, Old Secretariat, Delhi-110054.
3. Addl. DE- Nodal Officer for Minorities (Minority/Co-ordination), Directorate of Education, Room No. 13, Old Sectt., Delhi-110054.
4. State Nodal Officer/ SDM (HQtr)-Minority Cell, Revenue Deptt, GNCTD, 5, Sham Nath Marg, Delhi-110054.

Copy with the request for ensuring compliance of instructions given in this circular by Head of all types of School:

1. The Commissioner, MCD, Civic Center, Dr. Shyama Prasad Mukherjee Road, New Delhi-110002.
2. The Deputy Commissioner (Delhi region), Kendriya Vidyalaya Sangathan, Old JNU Campus, Near Ber Sarai, Delhi-110067.
3. Director (Education), NDMC, Palika Kendra, New Delhi-110001.
4. CEO, Office of Cantonment Board, Sadar Bazar, Delhi Cantt, New Delhi-110010.
5. **All DDEs (Distts and Zones) of Dte of Education, GNCTD with the request to make sure of proper dissemination about these schemes in your jurisdiction.**


(C. K. Dutta)

Jt. Director (Planning)

4.2.2. Institute Nodal Officer

The primary role of the Institute Nodal officer is 1st Level verification of the applications submitted by applicants at NSP. The application form for student has been simplified with minimal uploading of scanned documents by students on NSP. Hence, the role of the Institute Nodal officer becomes very critical in the entire chain of verification process. The Institute Nodal officer using NSP must adhere to the following:

1. Institute Registration Process

- a) The Institute/School/ITI shall possess a valid AISHE/DISE/NCVT/SCVT code, before registering on NSP.
- b) The Institute/School/ITI with valid AISHE/DISE/NCVT/SCVT codes can register on NSP. To know whether Institute/School/ITI is registered on NSP Portal or not, go to <https://scholarships.gov.in> and click on "Search Institute/School/ITI".
- c) The Institute/School/ITI, with valid AISHE/DISE/NCVT/SCVT code and not registered on NSP can request the District or State Nodal Officer, of any Scholarship scheme onboarded on NSP, to add it on NSP.
- d) The District or State Nodal Officer will search for the Institute based on AISHE/DISE/NCVT/SCVT code. In case the institute is not registered, the Nodal Officer can add it by providing the requisite details. The system generated User credentials and password will be sent on the mobile number provided.
- e) Colleges/Universities/Institutes/Schools and any other educational establishments onboarded on NSP shall be referred to as Institutes.

2. Institute Nodal Officer: Registration process

- a) From Academic Year 2019-20 onwards, Institute logging in the first time will have to mandatorily fill the Institute Nodal Officer Registration Form.
- b) The Institute Nodal officer will login on NSP using the user credentials, and complete Institute Nodal Officer Registration Form by entering his/her details and uploading the identity document. The Institute Nodal officer after locking the form using the OTP received, will take the print, paste his/her photograph on the Form, get it attested by the Institute Head (Signature and Institute seal/stamp), will submit the physical form to the respective District/ State/ Ministry Nodal officer of any scheme onboarded on NSP.

- c) The District/ State/ Ministry Nodal Officer will verify the physical form and the details entered in system, and approve/reject the Institute Nodal Officer Registration Form details on NSP using the option “Verify Institute Registration Form” under the Administration section in his login. The User credentials and new password will be sent to the registered mobile number of the Institute Nodal officer. The original physical copy of the form should be kept with District/ State/ Ministry Nodal Officer and a duplicate copy is to be shared with Institute Nodal officer, who shall keep the same in Institute’s records.
- d) The institute Nodal officer can login using the new User credentials, password and OTP received on his/her mobile number. The concerned officer can reset the password by clicking the “Forgot Password” on Institute Login page on NSP.
- e) For the cases of registration, where previous Institute Nodal has been transferred and has not provided the login credentials to the new Institute Nodal Officer, the new Institute Nodal Officer shall formally request District/ State/ Ministry Nodal Officer to change the mobile number and send the login credentials to the new mobile number. The new Nodal Officer is responsible for updating the profile with his/her credentials.
- f) In case the new Institute Nodal Officer has access to the previous Nodal Officer, the registered mobile number can be changed by existing Nodal Officer. The system asks for the OTP on previous mobile number and the new mobile number to be registered. The existing Nodal Officer is also primarily responsible for updating the profile with credentials of the new Nodal Officer.

3. Institute Nodal Officer: Profile updation

- a) The Institute Nodal Officer shall submit the Institute details in the profile, and select the Course Levels offered by the Institute.
- b) The Institute Nodal Officer shall ensure that the profile details of the Institute are updated from time to time.
- c) The Institute Nodal Officer shall submit the correct bank account details of the Institute.
- d) The Institute Nodal Officer shall update the offered courses and course fee charged for each course Level.
- e) The Institute Nodal Officer shall regularly change the password.
- f) The Institute Nodal Officer shall ensure that the profile is updated profile with the details of the New Nodal officer before updating the mobile number and email ID, in case of change of Nodal officer.

4. 1st Level Verification Process & Steps

- a) The Institute Nodal officer must verify the correctness of details in the application form and uploaded documents submitted by the student/ applicant, and maintain physical copies of supporting documents submitted by the student/ applicant. The District/State/Ministry Nodal Officer can ask for copies of these documents from the Institute Nodal Officers, as and when required.
- b) The Institute Nodal officer has the option to either Verify the application, Reject the application or Defect the application. In case she/he chooses to Reject or Defect the application, the reasons for rejection or defect must be provided, so that the same can be displayed to the student/applicant.
- c) The Application defected by the Institute will be returned to student/applicant for correcting the same, and once submitted by the student/applicant, the application will be shown under Reverification section of NSP application.
- d) The Institute Nodal Officer shall ensure that appropriate due diligence is done before verification of applications in accordance with the Scheme guidelines, and internal procedure as prescribed by Institute authorities / Government are followed.
- e) The Institute Nodal Officer shall ensure that the applications are scrutinized well-in-time by the Institute, thus avoiding the last-minute rush to verify the applications.
- f) The Institute Nodal Officer shall ensure that there are no pending applications, as on last date of L1 verification for that particular scheme, and all applications submitted by students/applicants to the Institute are scrutinized (verified/rejected/defected along with appropriate reason, as the case may be).
- g) The Institute Nodal Officer can mark any application as Fake at any stage before the payment is made, using the option "Mark as Fake" under the Verification section in his/her profile, in case a fraud is suspected in the application.

4.2.3. District/ State/ Ministry Nodal Officer

The primary role of District/ State/ Ministry Nodal officer is 2nd/3rd Level verification (as per the scheme guidelines) of the applications submitted at NSP and verified by Institutes. The District/ State/ Ministry Nodal officer using NSP must comply with the following-

1. District/ State level Nodal Officer User Creation Process

- a) The login credentials for State Nodal Officers are created when the Ministry Nodal officers create the user for State. The Ministry Nodal officer enters the following details

- to create the State user – State Name, State Nodal Officer Name, Designation, Mobile No., Email ID and Address of the State Nodal Officer. Once these details are entered in the system, a unique User name is generated by the system, and username and password is sent to the mobile no. of State Nodal Officer as registered by the Ministry Nodal officer.
- b) The login credentials for District Nodal Officers are created when the State Nodal officers create the user for District. The State Nodal officer enters the following details to create the District user – District Name, District Nodal Officer Name, Designation, Mobile No., Email ID and Address of the District Nodal Officer. Once these details are entered in the system, a unique User name is generated by the system, and username and password is sent to the mobile no. of District Nodal Officer as registered by the State Nodal officer.
- c) In case of change in District Nodal officer, she/he shall approach the State Nodal Officer with a request to reset the password and change mobile number.
- d) Similarly, in case of State Nodal Officer, she/he shall approach Ministry level Nodal officer with a request to reset the password and change mobile number.

2. District/ State/ Ministry Nodal Officer: Adding / Verification of Institute(s)

- a) The District/ State/ Ministry Nodal Officer reset the password of a registered Institute using the option “Reset Institute Login Password” under the Administration section in his/her profile. He/She shall search for the Institute using Institute Name or AISHE/DISE/NCVT/SCVT Code. He/She can select the Institute from the list displayed in search results, and click on reset the password. He/She also has the facility to change the mobile number of Institute Nodal Officer through this option, so that the OTP is received on the mobile number of current officer.
- b) The District/ State/ Ministry Nodal Officer can add new Institute using the option “Add Institute/School” under the Administration section in his/her profile. He/She shall search for the Institute using Institute Name or AISHE/DISE/NCVT/SCVT Code. If the Institute is already registered, the District/ State/ Ministry Nodal Officer can reset the password. If Institute is not registered, he/she can register the Institute and create User credentials of the Institute by providing details such as Institute Nodal Officer Name and Mobile number. The User credentials will be generated by the system, and will be sent as an SMS to the provided mobile number. The Institute Nodal Officer can then proceed for the Institute Nodal Officer registration as per the process.

- c) The District/ State/ Ministry Nodal Officer shall ensure that the Institute Nodal Officer registration is approved on the NSP portal after physically verifying the certified Institute Registration form submitted by the Institute Nodal Officer, along with photograph and identity proof.

3. 2nd Level Verification Process & Steps

- a) The District/ State/ Ministry Nodal Officer shall verify the correctness of details in the application form and uploaded documents submitted by the student/applicant as per guidelines of the related scheme.
- b) The District / State / Ministry Level Nodal officer can either Verify the application, Defect the Application, Reject the applications or Mark the application as Fake. In case she/he chooses to Defect the Application, Reject the application or Mark the application as fake, the reasons must be provided, so that the same can be displayed to the student/applicant.
- c) The District / State / Ministry Level Nodal officer shall monitor overall pendency of the applications for the scheme at Institute Level.
- d) The District / State / Ministry Level Nodal officer shall ensure that the applications are scrutinized well-in-time by the Institute, thus avoiding the last-minute rush to verify the applications.

4. 3rd Level Verification Process & Steps

- a) For the schemes that require third level of verification, the State/ Ministry Nodal Officer shall follow the same process as followed for 2nd Level Verification.

4.2.4. Scheme owner Ministries / Departments / Other Govt. bodies

The primary role of the Scheme Owner Ministries/ Departments/Other Govt. bodies is to onboard the scheme at NSP, and monitor the overall progress of the scheme. This includes all three types of schemes, i.e. Central Schemes, Centrally Sponsored Schemes and State Schemes.

The Scheme Owner Ministries/ Departments/ Other Govt. bodies must:

- a) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide confirmation for adherence to the NSP guidelines.
- b) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide Scheme guidelines, Configuration details, FAQs to NIC.

- c) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide PFMS configuration details (agency ID, Agency name, PFMS scheme code, DBT mission code, beneficiary type, payment purpose code) at the time of onboarding schemes only.
- d) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall ensure that the given PFMS details are properly configured at PFMS Portal.
- e) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall act as Data fiduciary for all data at NSP, for their scheme(s).
- f) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall verify the correctness of Scheme configuration on NSP, including but not limited to the eligibility criteria, important dates etc.
- g) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall monitor overall progress of the scheme, including L1 and L2/L3 verification progress.
- h) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall issue timely instructions to District/State/Ministry Nodal Officers.
- i) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide trainings to State/District Nodal officers from time to time.
- j) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide name of Central / State Nodal Officers along with contact details to be displayed on the portal, and validate the same from time to time.
- k) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall provide data and reports concerning the scheme to Govt. organizations, as may be required, using different pre-defined standard reports/ query generated by NSP.
- l) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall abide by IT Act, Aadhaar Act and all other Government rules and regulations, from time to time.
- m) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall operate NSP portal for all activities.
- n) The Scheme Owner Ministries/ Departments/ Other Govt. bodies shall answer the queries of any law enforcement agency / RTI related to Scheme(s), Applications received at NSP, Timelines of the scheme(s), workflow, operations, servers, the content data and transaction data, etc.

SCHEME OF 'PRE-MATRIC SCHOLARSHIP' FOR STUDENTS BELONGING TO THE MINORITY COMMUNITIES FOR 2017-20

1. BACKGROUND

The Prime Minister's New 15 Point Programme for the Welfare of Minorities was announced in June, 2006. It provides that a Pre-Matric scholarship scheme for meritorious students from minority communities would be implemented.

2. OBJECTIVE

The scholarship at pre-matric level will encourage parents from minority communities to send their school going children to school, lighten their financial burden on school education and sustain their efforts to support their children to complete school education. The scheme will form the foundation for their educational attainment and provide a level playing field in the competitive employment arena. Empowerment through education, which is one of the objectives of this scheme, has the potential to lead to upliftment of the socio economic conditions of the minority communities.

3. SCOPE

The scholarship will be awarded for studies in India in a government or private school from class I to class X, including such residential Government institutes and eligible private institutes selected and notified in a transparent manner by the State Government and Union Territory Administration concerned.

4. ELIGIBILITY

Scholarship will be awarded to the students who have secured not less than 50% marks in the previous final examination and annual income of their parents/guardian from all sources does not exceed Rs. 1.00 lakh.

5. DISTRIBUTION

Muslims, Sikhs, Christians, Buddhists, Jain and Zoroastrians (Parsis) have been notified as minority communities under Section 2 (c) of the National Commission for Minorities Act, 1992. A total of thirty (30) lakh scholarships are targeted to be distributed as 'Fresh' Scholarships, besides, Renewal scholarships. The distribution of scholarship among the States/Union Territories will be made on the basis of population of minorities in the States/Union Territories as per Census 2001 for 2017-18 and as per the population of minorities in the States/Union Territories of Census 2011 for 2018-19 and 2019-20 (as per Appendices- A & B).

6. EARMARKING

- i) 30% scholarship is earmarked for girls students of each minority community in a State/UT which is transferable to male students of that community in case of non-availability of female students in that community in the concerned State/UT. 30% is the floor and not the ceiling for eligible girl students.
- ii) If the physical target of scholarship for a particular minority community in a state/UT is not utilized, it will be distributed among the same minority community in other States/UTs strictly in accordance with merit and without disturbing the national ratio for the Community. Any unutilized community quota shall be distributed amongst other communities again in accordance with merit and without affecting overall national quota.

- iii) A student residing in a particular State/UT will be entitled for scholarship under the quota of that State/UT only irrespective of his/her place of study.

7. SELECTION PROCEDURE

Fresh - As the number of scholarships for minorities available in a year is fixed and limited, it is necessary to lay down preference for selection. Inter-se selection weightage is to be given to poverty rather than marks (the applicant is required to submit an Income Certificate as per para-11(ii)). In case of same income, merit shall be generated from 'Date of Birth' criteria of applicant (senior is preferred).

Renewal – There is no merit list generation for renewal cases. Renewal applicant will get the scholarship if one has obtained 50% in his/her previous year's examinations (at the same Institute and in same course) and his/her application is verified by all authorities (as designated by Ministry of Minority Affairs) and approved by State Governments/UTs.

8. DURATION

The scholarships shall be provided for the entire course. Maintenance allowance will be given as fixed lump sum amount in an academic year (as per para-9 below) for 2017-18 to 2019-20.

9. RATE OF SCHOLARSHIP

Actual financial assistance will be provided for admission/tuition fee and maintenance allowance as given below subject to a maximum ceiling indicated against item concerned.

The details of the scheme interventions for 2017-18 to 2019-20 are as under:

Item	Rate of Scholarship
Rate of Scholarship Admission + Tuition Fee	Admission Fee for Class VI to X: Rs. 500/- per annum subject to actuals (both Hosteller & Day Scholar)
	Tuition Fee for Class VI to X: Rs. 350/- per month subject to actuals (both Hosteller & Day Scholar)
Maintenance Allowance	For Class I to V*: Rs. 100/- per month for Day Scholar
	For Class VI to X*: Rs. 600/- per month for Hosteller Rs. 100/- per month for Day Scholar

* For 10 months in an academic year.

10. IMPLEMENTING AGENCIES:

The scheme is being implemented/funded by Ministry of Minority Affairs through the States/UT's Administration.

11. CONDITIONS FOR SCHOLARSHIP:

- Scholarship will be available to the students of minority community studying in Classes I to X.
- An Income Certificate, issued from a Competent Authority in the State/UT Governments is required in respect of parent/guardian of the student.
- A Self-Certified Community Certificate is required from the student who has attained 18 years of age. For others the Community Certificate certified by

- parent/guardian of the student is required.
- (iv) The continuance of award (for Renewal applicants) will be subject to securing 50% marks in the previous years examination.
 - (v) Maintenance allowance will be provided to hostellers and day scholars.
 - (vi) Scholarship will not be given to more than two students from a family (applicable for all Scholarship schemes meant for minorities under this Ministry taken together).
 - (vii) Students should be regular in attendance for which the yardstick will be decided by the competent authority of the school.
 - (viii) The school/institute will certify the claim of student of being an outstation student not residing in hostel of the school/institute concerned on the basis of permanent address and parents' address.
 - (ix) If a student violates school discipline or any other terms and conditions of the scholarship, scholarship may be suspended or cancelled. The State Government/Union Territory Administration can also directly cancel the award if duly satisfied of the reasons of violation of these regulations governing the scheme
 - (x) If a student is found to have obtained a scholarship by false statement, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered by the concerned State/UT Govt.
 - (xi) The course/tuition fees and maintenance allowance will be credited to the student's bank account directly under Direct Benefit Transfer (DBT) mode.
 - (xii) The student obtaining benefits under this scheme shall not be allowed to avail of benefits under any other scheme for this purpose.
 - (xiii) A student shall be eligible for only one scholarship out of all the available Scholarships of Central Government meant for SC/ST/OBC/minority.**
 - (xiv) The amount of Administrative Expenses (@ 1%) for States/UTs in subsequent year shall be released after receiving the Utilization Certificate for the previous years.
 - (xv) The scheme will be evaluated at regular intervals by the Ministry or any other agency designated by the Ministry and the cost of the evaluation will be borne by the Ministry of Minority Affairs under the provision of the scheme.
 - (xvi) The State/Union Territory shall place all relevant details of financial and physical achievements on their website.
 - (xvii) The regulations can be changed at any time at the discretion of the Government of India.
 - (xviii) It will be necessary for the eligible applicants to provide Aadhaar number while applying for the scholarship and in case, an individual does not possess Aadhaar one can provide the details of alternative identification documents, as stated in the Gazette Notification- S.O. No. 1284 (E) No. 1137, dated 21.04.2017 (as per Appendix-C).
 - (xix) Students who have entered Aadhaar in their online application correctly and Aadhaar seeded with any of their bank account, in such cases the amount of scholarship will be credited to Aadhaar seeded bank account only (though student has mentioned any other non-seeded bank account in online application).

12. ADMINISTRATIVE EXPENSES

As the magnitude of data to be entered and processed would be enormous and the scheme gets implemented over the years, there would be a need to engage qualified

skilled personnel right from the beginning to ensure that the data based computerized systems are operational. Qualified skilled personnel possessing requisite expertise to operate computer programme designed for this purpose, enter, process, analyse, monitor, retrieve and transfer data should be engaged on contract basis as per need.

A provision not exceeding 1% of the total budget will be made to meet the administrative and allied costs viz. expenditure of the States/Union Territories for office equipments including computers and accessories, furniture, printing of application forms, advertisement, engagement of personnel, etc. This provision will also be used for evaluation and monitoring of the scheme, through outside reputed institutions/agencies engaged by the Ministry of Minority Affairs, Government of India or by the State Governments/Union Territory administrations.

13. RENEWAL OF SCHOLARSHIP

The scholarship, once awarded, may be renewed during the next academic year of the course on the production of certificate that the student has secured 50% marks in the previous year's examination (provided the students pursues the same course and same Institute/School).

14. ANNOUNCEMENT OF SCHEME

The scheme will be announced by the concerned State Government/Union Territory Administration well in time, by giving advertisements in the leading language newspapers and local dailies/vernacular and by using other suitable publicity media.

15. MODE OF APPLYING

The scheme is implemented through the National Scholarship Portal (NSP). It is mandatory for all students to apply online on the website i.e. www.scholarships.gov.in.

16. PATTERN OF FINANCIAL ASSISTANCE

The scheme is Central Sector Scheme and 100% funding is provided by the Ministry of Minority Affairs.

17. MONITORING & TRANSPARENCY

The State/Union Territory shall maintain year-wise details of the students receiving scholarship, indicating school/institute, location of school/institute, government or private, class, gender, new or renewal, permanent address and parents' address. The States/ Union Territories shall place relevant physical and financial details in their official website.

18. EVALUATION

The monitoring of the financial and physical performance of the scheme will be evaluated by assigning evaluation/impact studies to reputed institutions/agencies by the Ministry of Minority Affairs, Government of India.

19. INSTRUCTIONS RELATED TO BANK ACCOUNT DETAILS (to be filled by the students in online application form are as under):

- (i) Students must select their bank/branch name carefully from the drop down list.
- (ii) Thereafter the complete account no. must be entered correctly. Students are suggested to get their account number verified by their concerned Bank Branch including Bank account number and IFS Code.
- (iii) Disclaimer (*If bank details entered by students are found incorrect or not validated by the student's bank, the scholarship will be canceled/amount

will not be transferred even though the application is approved for scholarship).

- (iv) Bank Account holders must check their 'Know your Customer' (KYC) status from bank and if required the KYC must be done for successful transaction of scholarship amount.
- (v) Bank Account must be operational/active till the scholarship is disbursed.
- (vi) Bank Account must be preferably in any scheduled Bank with core banking facility and proper IFS Code.
- (vii) Bank Account must be in the name of either the student or a joint account of student with either mother or father or a legal guardian only.

20. MODIFICATION (if any, during 2017-18 to 2019-20)

Minor modifications, if any, in the scheme having no financial implications may be made by the Competent Authority in the Ministry of Minority Affairs without seeking recourse to SFC/EFC/Cabinet. However, Ministry of Finance, Department of Expenditure would be consulted

SCHEME OF 'POST-MATRIC SCHOLARSHIP' FOR STUDENTS BELONGING TO THE MINORITY COMMUNITIES

1. BACKGROUND

The Prime Minister's New 15 Point Programme for the Welfare of Minorities was announced in June, 2006. It provides that a post-matric scholarship scheme for meritorious students from minority communities would be implemented.

2. OBJECTIVE

The objective of the scheme is to award scholarships to meritorious students belonging to economically weaker sections of minority community so as to provide them better opportunities for higher education, increase their rate of attainment in higher education and enhance their employability.

3. SCOPE

The scholarship is to be awarded for studies in India in a government or private higher secondary school/college/university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned. It will also cover technical and vocational courses in Industrial Training Institutes/ Industrial Training Centres affiliated with the National Council for Vocational Training (NCVT) of classes XI and XII level including Polytechnics and other courses (any course of less than one year duration is not covered under this scheme; Certificate courses are also not covered).

4. ELIGIBILITY

Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardians from all sources does not exceed Rs.2.00 lakh.

11. DISTRIBUTION

Muslims, Sikhs, Christians, Buddhists, Jain and Zoroastrians (Parsis) have been notified as minority communities under Section 2 (c) of the National Commission for Minorities Act, 1992. A total of five (05) lakh scholarships are targeted to be distributed as 'Fresh' Scholarships, besides, Renewal scholarships. The distribution of scholarship among the States/Union Territories will be made on the basis of population of minorities in the States/Union Territories as per Census 2001 for 2017-18 and as per the population of minorities in the States/Union Territories of Census 2011 for 2018-19 and 2019-20 (as per Appendices- A & B).

6. EARMARKING

- i) 30% scholarship is earmarked for girls students of each minority community in a State/UT which is transferable to male students of that community in case of non-availability of female students in that community in the concerned State/UT. 30% is the floor and not the ceiling for eligible girl students.
- ii) If the physical target of scholarship for a particular minority community in a state/UT is not utilized, it will be distributed among the same minority

community in other States/UTs strictly in accordance with merit and without disturbing the national ratio. Any unutilized community quota shall be distributed amongst other communities again in accordance with merit and without affecting the overall national quota.

- iii) A student residing in a particular State/UT will be entitled for scholarship under the quota of that State/UT only irrespective of his/her place of study.

7. SELECTION PROCEDURE

Fresh - As the number of scholarships for minorities available in a year is fixed and limited, it is necessary to lay down preference for selection. Inter-se selection weightage is to be given to poverty rather than marks (the applicant is required to submit an income certificate as per para-11(ii)). In case of same income, merit shall be generated from 'Date of Birth' criteria of applicant (senior is preferred).

Renewal – There is no merit list generation for renewal cases. Renewal applicant will get the scholarship if one has obtained 50% in his/her previous year's examinations (at the same institute and in same course) and his/her application is verified by all authorities (as designated by Ministry of Minority Affairs) and approved by State Governments/UTs.

8. DURATION

The scholarships shall be provided for the entire course of the academic year. Maintenance allowance will be given as fixed lump sum amount in an academic year (as per para-9 below) for 2017-18 to 2019-20.

9. RATES OF SCHOLARSHIP

Actual financial assistance will be provided for admission & course /tuition fee and maintenance allowance as given below subject to a maximum ceiling indicated against item concerned for 2017-20. The details of the scheme interventions for 2017-18 to 2019-20 are as under:

(Amount in Rs.)

Item	Rate of Scholarship
Rate of Scholarship Admission + Tuition Fee	Admission and tuition fee Class XI & XII: Rs. 7,000/- per annum subject to actuals (both Hosteller & Day Scholar)
	Admission and course/tuition fee for technical and vocational courses of XI and XII level (Courses of one or more year of duration): Rs. 10,000/- per annum subject to actuals (both Hosteller & Day Scholar)
	Admission and tuition fee for UG & PG level: Rs. 3,000/- per annum subject to actuals (both Hosteller & Day Scholar)
Maintenance Allowance	For Class XI & XII including Tech. & Voc. Course*: Rs. 380/- per month for Hosteller & Rs. 230/- per month for Day Scholar

	For Courses other than Tech. & Prof. courses at UG & PG level*: Rs. 570/- per month for Hosteller & Rs. 300/- per month for Day Scholar
	For M.Phil & Ph.D.*: Rs. 1,200/- per month for Hosteller & Rs. 550/- per month for Day Scholar

* For 10 months in an academic year.

10. IMPLEMENTING AGENCIES

The scheme is being implemented/funded by Ministry of Minority Affairs through the States/UT's Administration.

11. CONDITIONS FOR SCHOLARSHIP

- (i) Scholarship will be awarded to the students studying in Classes XI and XII including technical and vocational courses of this level including Polytechnics, ITIs, and other courses.
- (ii) An Income Certificate, issued from a Competent Authority in the State/UT Governments is required in respect of parent/guardian of the student.
- (iii) A Self-Certified Community Certificate is required from the student who has attained 18 years of age. For others the Community Certificate certified by parent/guardian of the student is required.
- (iv) The continuance of award (for Renewal applicants) will be subject to securing 50% marks in the previous year's examination (provided the students pursues the same course and same Institute/School).
- (v) Maintenance allowance will be provided to hostellers and day scholars.
- (vi) Scholarship will not be given to more than two students from a family (applicable for all Scholarship schemes meant for minorities under this Ministry taken together).
- (vii) Students should be regular in attendance for which the yardstick will be decided by the competent authority of the school.
- (viii) The school/institute will certify the claim of student of being an outstation student not residing in hostel of the school/institute concerned on the basis of permanent address and parents' address.
- (ix) Migration of students from one school/institute to another is not allowed for renewal applicants during the period of academic course.
- (x) If a student violates school discipline or any other terms and conditions of the scholarship, scholarship may be suspended or cancelled. The State Government/Union Territory Administration can also directly cancel the award if duly satisfied of the reasons of violation of these regulations governing the scheme.
- (xi) If a student is found to have obtained a scholarship by false statement, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered by the concerned State/UT Govt.
- (xii) The course/tuition fees and maintenance allowance will be credited to the student's account directly under Direct Benefit Transfer (DBT) mode.
- (xiii) The student obtaining benefits under this scheme shall not be allowed to avail of benefits under any other scheme for this purpose.
- (xiv) A student shall be eligible for only one scholarship out of all the available Scholarships of Central Government meant for SC/ST/OBC/ minority.**
- (xv) The amount of Administrative Expenses (@ 2%) for States/UTs in subsequent

year shall be released after receiving the utilization certificate for the previous years.

- (xvi) The scheme will be evaluated at regular intervals by the Ministry or any other agency designated by the Ministry and the cost of the evaluation will be borne by the Ministry of Minority Affairs under the provision of the scheme.
- (xvii) The State/Union Territory shall place all relevant details of financial and physical achievements on their website.
- (xviii) The regulations can be changed at any time at the discretion of the Government of India.
- (xix) It will be necessary for the eligible applicants to provide Aadhaar number while applying for the scholarship and in case, an individual does not possess Aadhaar one can provide the details of alternative identification documents, as stated in the Gazette Notification- S.O. No. 1284 (E) No. 1137, dated 21.04.2017 (as per Appendix-C).
- (xx) Students who have entered Aadhaar in their online application correctly and Aadhaar seeded with any of their bank account, in such cases the amount of scholarship will be credited to Aadhaar seeded bank account only (though student has mentioned any other non-seeded bank account in online application).

12. ADMINISTRATIVE EXPENSES

As the magnitude of data to be entered and processed would be enormous as the scheme gets implemented over the years, there would be a need to engage qualified skilled personnel right from the beginning to ensure that the data based computerized systems are operational. Qualified skilled personnel possessing requisite expertise to operate computer programme designed for this purpose, enter, process, analyse, monitor, retrieve and transfer data should be engaged on contract basis as per need. Data provided by the States/Union Territories will be maintained and managed by the Ministry with personnel of similar expertise to be engaged on contract basis.

A provision not exceeding 2% of the total budget will be made to meet the administrative and allied costs viz. expenditure of the States/Union Territories and the Ministry for office equipments including computers and accessories, furniture, printing of application forms, advertisements, engagement of personnel, etc. This provision will also be used for evaluation and monitoring of the scheme, through outside reputed institutions/agencies engaged by the Ministry of Minority Affairs, Government of India and the State Governments/Union Territory Administrations.

13. RENEWAL OF SCHOLARSHIP

The scholarship, once awarded, may be renewed during the next academic year of the course on the production of certificate that the student has secured 50% marks in the previous year's examination (provided the students pursues the same course and same Institute/School).

14. ANNOUNCEMENT OF SCHEME

The scheme will be announced by the concerned State Government/Union Territory Administration well in time, through advertisements in the leading language newspapers and local dailies and by using other suitable publicity media.

15. MODE OF APPLYING

The scheme is implemented through the National Scholarship Portal (NSP). It is mandatory for all students to apply online on the website i.e. www.scholarships.gov.in.

16. PATTERN OF FINANCIAL ASSISTANCE

The scheme is Central Sector Scheme and 100% funding is provided by the Ministry of Minority Affairs.

17. MONITORING & TRANSPARENCY

The State/Union Territory shall maintain year-wise details of the students receiving scholarship, indicating school/institute, location of school/institute, government or private, class, gender, new or renewal, permanent address and parents' address. The States/ Union Territories shall place relevant physical and financial details in their official website

18. EVALUATION

The monitoring of the financial and physical performance of the scheme will be evaluated by assigning evaluation/impact studies to reputed institutions/agencies by the Ministry of Minority Affairs, Government of India.

19. INSTRUCTIONS RELATED TO BANK ACCOUNT DETAILS (to be filled by the students in online application form are as under):

- (i) Students must select their bank/branch name carefully from the drop down list.
- (ii) Thereafter the complete account no. must be entered correctly. Students are suggested to get their account number verified by their concerned Bank Branch including Bank account number and IFS Code.
- (iii) Disclaimer (*If bank details entered by students are found incorrect or not validated by the student's bank, the scholarship will be canceled/amount will not be transferred even though the application is approved for scholarship).
- (iv) Bank Account holders must check their 'Know your Customer' (KYC) status from bank and if required the KYC must be done for successful transaction of scholarship amount.
- (v) Bank Account must be operational/active till the scholarship is disbursed.
- (vi) Bank Account must be preferably in any scheduled Bank with core banking facility and proper IFS Code.
- (vii) Bank Account must be in the name of the student/applicant only.

20. MODIFICATION (if any, during 2017-18 to 2019-20)

Minor modifications, if any, in the scheme having no financial implications may be made by the Competent Authority in the Ministry of Minority Affairs without seeking recourse to SFC/EFC/Cabinet. However, Ministry of Finance, Department of Expenditure would be consulted.
