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सचिव,
SAILESH, IAS
Secretary

भारत सरकार
Government of India
अल्पसंख्यक कार्य मंत्रालय
Ministry of Minority Affairs

DO. No. 8-3/2019-SS

New Delhi, the 05th July 2019

Dear

As you are aware, the National Scholarship Portal (NSP) was launched by Hon'ble Prime Minister on 1st July 2015 as a key initiative under Digital India programme, aimed at providing one-stop solution for scholarships. It facilitates a gamut of activities ranging from student registration to application submission, verification, national level de-duplication, merit list generation, sanction and electronic transfer of funds; thereby providing an end-to-end comprehensive solution towards enabling effective disbursal of scholarships.

2.   In the Academic Year (AY) 2018-19, 60 Scholarship Schemes (pertaining to 10 Ministries/departments of GOI and 9 States) were on-boarded on NSP and more than Rs.2100 crore scholarship amount has been disbursed to around 68 lakh students till date. During AY 2018-19, three Schemes viz. Pre-Matric, Post-Matric and Merit-Cum-Means based Scholarship Schemes of this Ministry had on-boarded on NSP.

3.   I would like to bring to your kind notice that during AY 2018-19, there were repeated attempts to subvert the system/NSP, especially at the verification stage of the scholarship applications. After brainstorming and discussions, it has been agreed by all the Scholarship running Ministries/Departments, that the verifying authorities (Schools, Colleges, Institutes, District Nodal Officer, State Nodal Officers etc.) are the most critical stakeholders who ensure integrity of the verification process. Due to legacy data received from earlier system, it is quite possible that many inconsistent entries are present in the System/NSP, thus leading to infirmities in the database. Keeping in view the recent attempts to subvert the system, it has been unanimously decided that a one-time cleaning of Institute/Schools database in NSP must be undertaken.

4.   In this regard the following actions have been initiated/decided:

i.   All Institutes/Schools that do not have valid AISHE/DISE codes have been deregistered. A provision has been made for their re-registration after obtaining valid AISHE/DISE code.

ii.   Email ids and mobile numbers of all Institutes/Schools registered/stored in NSP have been deactivated. District/State Nodal officers, as the case may be, will verify credentials of the Institute/School Nodal Officer and reset his/her password through a well-defined procedure, wherein, the Institute/School nodal officer will fill up an online form on the portal and get the printout authenticated in Duplicate with his/her Head of the Institute/School and submit it to the District/State Nodal officer. On verification, District/State Nodal officer will activate the account of the Institute/school on the Portal using their login credentials.

iii.   District/State Nodal officer will retain a copy of duly authenticated online form, received from Institute/School, and return the second copy to the Institute/School for their respective records. It will be the responsibility of the Institute/School to retain the copy received from District/State Nodal Officer and produce it to the appropriate authority on demand.

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iv. Other Ministries/Departments have also been asked to reconcile the list of District/State level Officer. Thus, Cooperation of State Government is solicited in the matter for timely Completion of task.

5. It is imperative that the actions mentioned in Para 4 must be expedited and completed by the respective stakeholders as soon as possible. Any delay on part of the institute/School or the District/State nodal authority will hamper the prospect of the applicants associated to the respective Institute/School, in receiving the Scholarships.

6. I would, therefore, request you to widely disseminate the information pertaining to the actions to be undertaken by the Institutes/Schools and District/State Nodal authorities in your State, to facilitate timely processing and disbursal of Scholarships to the applicants.

Yours sincerely,

(Sailesh)

o/c

To

Chief Secretaries of all States/Administrators of UTs

Process for Registration of Institute and Institute Nodal Officers and validation by District/State Nodal Officers

1. **Institute Registration Process**

   a) The Institute/School/ITI shall possess a valid AISHE/DISE/NCVT/SCVT code, before registering 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".

   b) 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.

   c) 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.

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 or State Nodal officer of any scheme onboarded on NSP.

   c) The District or State 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 or State 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 or State 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. **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.

GOVERNMENT OF INDIA
MINISTRY OF MINORITY AFFAIRS

ANNOUNCEMENT OF SCHOLARSHIP : 2019-20
(Pre-Matric, Post-Matric and Merit-cum-Means)

Ministry of Minority Affairs (MoMA) provides an opportunity to the students belonging to six Minority communities notified by the Government of India (Jain, Buddhist, Sikh, Zoroastrian (Parsis), Muslim and Christian) for availing scholarships under three scholarship schemes viz. Pre-Matric, Post-Matric and Merit-cum-Means based Scholarship for the year 2019-20. "The Department/Directorate of _____, Government of _____ invites applications for above scholarships, given by the Ministry of Minority Affairs, Government of India for the above schemes".

| **Timeline** | Last Date for submission of online applications for fresh scholarship (first time applicant) and Renewal scholarship (applicant who has got scholarship during 2018-19) by students. | Pre-Matric Scholarship | **15th October 2019** |
| | | i. Post-Matric Scholarship & ii. Merit-cum-Means based Scholarship | **31st October 2019** |

Eligibility

- The applicant should be the student of the notified minority communities (Jain, Buddhist, Sikh, Zoroastrian (Parsis), Muslim and Christian).
- The applicant should be pursuing studies in India in Government or recognized Private University/ Institute/ College/ School.
- The course being pursued should be of Minimum one year duration.
- The applicant should have secured 50% marks in the last annual Board/Class examination.

Instructions

For Applicants

- Applicants are advised to apply online against any one of the scholarship schemes on the website of National Scholarship Portal at- **www.scholarships.gov.in** (a link to the site is also available at- **www.minorityaffairs.gov.in**) or Mobile App- **National Scholarships (NSP)**.
- Detailed 'Instructions' for filling in online application and 'Frequently Asked Questions (FAQs)' are available on the National Scholarship Portal homepage.
- Applicant is advised to give only that bank account details which remains in active mode or compliant as per bank's instructions so that payment of Scholarship does not fail.

For Universities/Institutes/Colleges/Schools

- All Universities/Institutes/Colleges/Schools, where a minority student is studying, should get themselves registered (if not done earlier) on National Scholarship Portal by **15th July, 2019**.

For detailed information - Visit the website of Ministry of Minority Affairs, i.e. **www.minorityaffairs.gov.in**.
Samadhaan Helpline (Toll Free) - **1800-11-2001** (Timing 9:00 AM to 5:30 PM, Monday to Friday, except holidays).

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भारत सरकार
अल्पसंख्यक कार्य मंत्रालय

छात्रवृत्ति की घोषणा : 2019-20
(मैट्रिक–पूर्व, मैट्रिकोत्तर और मेरिट–सह–साधन आधारित)

अल्पसंख्यक कार्य मंत्रालय (एमओएमए) वर्ष 2019-20 के लिए तीन छात्रवृत्ति योजनाओं अर्थात मैट्रिक-पूर्व, मैट्रिकोत्तर और मेरिट-सह-साधन आधारित छात्रवृत्ति के अंतर्गत छात्रवृत्तियों का लाभ लेने के लिए भारत सरकार द्वारा अधिसूचित छः अल्पसंख्यक समुदायों (जैन, बौद्ध, सिक्ख, पारसी, मुस्लिम, ईसाई) से संबंधित छात्रों को अवसर प्रदान करता है। ''......................''विभाग/निदेशालय, ...सरकार उपर्युक्त योजनाओं के लिए अल्पसंख्यक कार्य मंत्रालय, भारत सरकार द्वारा दी गई उपर्युक्त छात्रवृत्तियों के लिए आवेदन आमंत्रित करता है।''

| समय-सीमा | छात्रों द्वारा नई छात्रवृत्ति (पहली बार आवेदक) तथा नवीकरण छात्रवृत्ति (वह आवेदक जिसने 2018-19 के दौरान छात्रवृत्ति प्राप्त की) हेतु ऑनलाइन आवेदन प्रस्तुत करने की अंतिम तारीख | मैट्रिक–पूर्व छात्रवृत्ति | 15 अक्तूबर 2019 |
| | | i. मैट्रिकोत्तर छात्रवृत्ति एवं ii. मेरिट–सह–साधन आधारित छात्रवृत्ति | 31 अक्तूबर 2019 |

पात्रता
- आवेदक अधिसूचित अल्पसंख्यक समुदायों (जैन, बौद्ध, सिक्ख, पारसी, मुस्लिम, ईसाई) का विद्यार्थी हो।
- वह भारत में सरकारी या निजी विश्वविद्यालयों/संस्थानों/महाविद्यालयों/विद्यालयों में अध्ययन कर रहा हो।
- अध्ययन किया जा रहा पाठ्यक्रम न्यूनतम एक वर्ष की अवधि का हो।
- आवेदक ने पिछले वार्षिक बोर्ड/कक्षा की परीक्षा में 50% अंक प्राप्त किए हों।

निर्देश

आवेदकों के लिए
- आवेदकों को परामर्श दिया जाता है कि वे राष्ट्रीय छात्रवृत्ति पोर्टल वेबसाइट– www.scholarships.gov.in (इस साइट का लिंक www.minorityaffairs.gov.in पर भी उपलब्ध है) या मोबाइल ऐप–National Scholarship (NSP) पर छात्रवृत्ति योजनाओं में से किसी एक के लिए ऑनलाइन आवेदन करें।
- ऑनलाइन आवेदन भरने के लिए विस्तृत 'निर्देश' और 'बार–बार पूछे जाने वाले प्रश्न (एफएक्यू)' राष्ट्रीय छात्रवृत्ति पोर्टल के होम पेज पर उपलब्ध हैं।
- आवेदक को परामर्श दिया जाता है कि केवल वही बैंक खाता विवरण दें जो सक्रिय मोड में है या बैंक के निर्देशों के अनुसार हो ताकि छात्रवृत्ति का भुगतान विफल न हो।

विश्वविद्यालयों/संस्थानों/महाविद्यालयों/विद्यालयों के लिए
- सभी विश्वविद्यालयों/संस्थानों/महाविद्यालयों/विद्यालयों, जहां कोई अल्पसंख्यक छात्र पढ़ रहा है, को **15 जुलाई, 2019** तक राष्ट्रीय छात्रवृत्ति पोर्टल पर स्वयं को पंजीकृत करवाना चाहिए (यदि उन्होंने ऐसा पहले नहीं किया है)।

विस्तृत जानकारी के लिए **अल्पसंख्यक कार्य मंत्रालय** की वेबसाइट www.minorityaffairs.gov.in पर जाएं।
समाधान हेल्पलाइन (टोल फ्री) : **1800-11-2001** (समय सुबह 9:00 बजे से सायं 5:30 बजे तक, सोमवार से शुक्रवार, छुट्टी का दिन छोड़कर)।