

നമ്പർ റ്റി/102172/2019/കോ:വി:വ

കോളേജ് വിദ്യാഭ്യാസ ഡയറക്ടറുടെ
കാര്യാലയം, വികാസ് ഭവൻ,
തിരുവനന്തപുരം - 33
തീയതി: 20/07/19

സർക്കുലർ

വിഷയം:- കോളേജ് വിദ്യാഭ്യാസ വകുപ്പ്:- ന്യൂനപക്ഷ സമുദായങ്ങളിലെ വിദ്യാർത്ഥികൾക്കുള്ള പോസ്റ്റ്മെട്രിക് സ്കോളർഷിപ്പ് -2019-20 -ടെം ലൈൻ ആൻഡ് ഗൈഡ് ലൈൻസ് - സംബന്ധിച്ച്.
സൂചന:- കേന്ദ്ര ന്യൂനപക്ഷ മന്ത്രാലയത്തിൽ നിന്നുള്ള 17.7.2019-ാം തീയതിയിലെ കത്ത് നം. 8-4/2019-SS.

കേന്ദ്ര ന്യൂനപക്ഷ മന്ത്രാലയം നടപ്പിലാക്കിയിട്ടുള്ള പോസ്റ്റ് മെട്രിക് സ്കോളർഷിപ്പ് ഫോർ മൈനോറിറ്റീസിന്റെ 2019-20 കാലയളവിലേക്കുള്ള വെബ്സൈറ്റ് (www.scholarships.gov.in) വിദ്യാർത്ഥികൾക്ക് സ്കോളർഷിപ്പിനുള്ള അപേക്ഷകൾ സമർപ്പിക്കുന്നതിനായി ഓപ്പൺ ചെയ്തിട്ടുണ്ട്. കേരളത്തിലെ പ്ലസ്വൺ മുതൽ ഉയർന്ന ക്ലാസുകളിൽ പഠനം നടത്തുന്ന ന്യൂനപക്ഷ മത വിഭാഗങ്ങളിൽപ്പെട്ട വിദ്യാർത്ഥികൾക്ക് നിശ്ചിത വ്യവസ്ഥകൾക്ക് വിധേയമായി സ്കോളർഷിപ്പിന് വേണ്ടി ഓൺലൈനായി അപേക്ഷകൾ സമർപ്പിക്കാവുന്നതാണ്. കേന്ദ്ര സർക്കാരിൽ നിന്നും ലഭിച്ചിട്ടുള്ള സ്കോളർഷിപ്പിന്റെ സമയക്രമവും ഗൈഡ്ലൈൻസും വിദ്യാർത്ഥികളുടെയും വിവിധ സ്ഥാപനമേധാവികളുടെയും അറിവിലേക്കായി ഉള്ളടക്കം ചെയ്യുന്നു. സ്കോളർഷിപ്പിനായി നാഷണൽ സ്കോളർഷിപ്പ് പോർട്ടൽ എന്ന വെബ്സൈറ്റ് മുഖാന്തിരം സമർപ്പിക്കപ്പെടുന്ന വിദ്യാർത്ഥികളുടെ ഓൺലൈൻ അപേക്ഷകൾ, വിദ്യാർത്ഥികൾ പഠനം നടത്തുന്ന ഇൻസ്റ്റിറ്റ്യൂഷൻ തലത്തിലും സംസ്ഥാന തലത്തിലും കേന്ദ്ര തലത്തിലും വെരിഫിക്കേഷൻ വിധേയമാക്കപ്പെടുന്നുണ്ട്. എന്നതിനാൽ സ്കോളർഷിപ്പിനായി നിർദ്ദേശിച്ചിട്ടുള്ള ടെം ലൈൻ അപേക്ഷകരായ വിദ്യാർത്ഥികളും സ്ഥാപനമേധാവികളും (സ്കൂൾ, കോളേജ്, യൂണിവേഴ്സിറ്റി/വിവിധ സ്ഥാപനങ്ങളിലെ സ്കോളർഷിപ്പുമായി ബന്ധപ്പെട്ട വ്യക്തികൾ) കർശനമായി പാലിക്കേണ്ടതാണ്.

പോസ്റ്റ് മെട്രിക് സ്കോളർഷിപ്പ് ഫോർ മൈനോറിറ്റീസിന്റെ 2019-20 കാലയളവിലെ വിദ്യാർത്ഥികൾക്കുള്ള ഫ്രഷ്, റിന്യൂവൽ അപേക്ഷകൾ സമർപ്പിക്കുവാനുള്ള അവസാന തീയതി 2019 ഒക്ടോബർ 31 വരെയാണ്.

സ്കോളർഷിപ്പിനായി നാഷണൽ സ്കോളർഷിപ്പ് പോർട്ടൽ വെബ്സൈറ്റിൽ രജിസ്റ്റർ ചെയ്യാത്ത സ്ഥാപനങ്ങൾ 2019 ജൂലൈ 31-ാം തീയതിക്കുള്ളിൽ ഓൺലൈൻ രജിസ്ട്രേഷൻ നടത്തേണ്ടതാണ്. പോസ്റ്റ്മെട്രിക് സ്കോളർഷിപ്പിനായി ഓൺലൈനായി ഇൻസ്റ്റിറ്റ്യൂഷൻ ആഡ് ചെയ്യുന്നതിനായി വിവിധ വിദ്യാഭ്യാസ സ്ഥാപനങ്ങൾ AISHE/DISE/NCVT/SCVT code സഹിതം ഈ ഓഫീസിൽ ഇ-മെയിൽ മുഖാന്തിരവും തപാൽ മുഖേനയും സ്ഥാപനമേധാവി സാക്ഷ്യപ്പെടുത്തിയ അപേക്ഷയുടെ പകർപ്പ് ഇൻസ്റ്റിറ്റ്യൂഷന്റെ വിവരങ്ങൾ ഉൾപ്പെടുത്തി അടിയന്തിരമായി അയച്ചു തരേണ്ടതാണ്. സ്കോളർഷിപ്പ് സംബന്ധിച്ച കൂടുതൽ മാർഗ്ഗനിർദ്ദേശങ്ങളും അറിയിപ്പുകളും കോളേജ് വിദ്യാഭ്യാസ വകുപ്പിന്റെ www.dcescholarship.kerala.gov.in എന്ന വെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിക്കുന്നതാണ്.

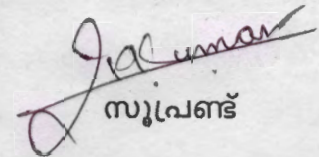
വിശദവിവരങ്ങൾക്ക്

ഇ-മെയിൽ - PostmatricScholarship@gmail.com

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ഒപ്പ്/-
രാമദാസ്.എസ്
സ്കോളർഷിപ്പ് സ്പെഷ്യൽ ഓഫീസർ

//അംഗീകാരത്തോടെ//


സുപ്രണ്ട്

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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 Nodal Officer: Adding / Verification of Institute(s)

- a) The District/ State 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 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 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 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.

POST- MATRIC SCHOLARSHIP FOR MINORITIES

(2019 -2020)

TIMELINE AND GUIDELINES FOR THE STUDENTS AND INSTITUTES

1	Opening of portal for submission of Post-Matric scholarship application.	15th July 2019
2	Last date for making Post-Matric scholarship application.	31st October 2019
3	Last date for first level verification for Post-Matric scholarship application.	15th November 2019
4	Last date for second level verification for Post-Matric scholarship application.	30th November 2019



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 **31st 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 holiday)

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.
