

Operational Manual for National Scholarship Portal

Version - 2.0

Operational Manual

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Director General, National Informatics Centre

National Informatics Centre
Ministry of Electronics & Information Technology (MEITY)
Government of India

National Scholarship Portal

The National Scholarship Portal Version 2.0 (NSP-2.0) is a unique and simplified platform created for students to help them to avail benefits of educational scholarships in an efficient and transparent manner.

The main objective of National Scholarship Portal is to provide Automation, Streamlining & Effective Management of processes related to Application receipt, Processing, Sanction and Disbursal of Centrally Sponsored Scholarship schemes to Students.

Vision & Mission

National Scholarship Portal is a single stop solution for end to end scholarship process right from submission of student application, verification, sanction and disbursal to end beneficiary for all the scholarships provided by the Government of India.

The Mission Mode Project (MMP) of National Scholarships Portal under the National e-Governance Plan aims at providing common electronic portal for implementing various Scholarships schemes launched by Union Government, State Government and Union Territories across the country.

Thus, this initiative aims at providing a Simplified, Mission-oriented, Accountable, Responsive & Transparent '**SMART**' System for faster & effective disposal of Scholarships applications and delivery of funds directly into beneficiaries account without any leakages.

National Scholarship Portal Features –

The main features of National Scholarship Portal includes following points:-

- Students can Register and Submit their application online (For Applying for centrally/state sponsored scholarship schemes), from anywhere at anytime
- Students can View/Track the status of their own application with User ID and Password generated by the system
- Students can Renew their applications with same credential(Student ID/Password)
- Uploading of documents by students in support of their claims (such as income, mark sheets, bank account details, category, caste certificate etc.) be enabled for easy verification and transparency
- Provision of SMS and e-Mail alerts to the Stake Holders such as Institution and students at various stage of processing
- Renewal of the application by the Institutes only – by importing the application from previous year
- Role Based Unique Login ID and Password will be made available for all stakeholders.
- Auto & bulk processing of Scholarship application by the Institute
- Easy Scholarship Sanctioning process for Sanctioning Authority
- Auto disbursal of Scholarship to Student's Bank Account
- Easy monitoring of Scholarship by the Department and State Authority

Guidelines for filling the online Scholarship Application form on National Scholarships Portal for 2016-17

For Students –

- Aadhar Number is Mandatory from the Academic Session 2016-2017 onwards .
- Applicants are advised to go through the Information Bulletin carefully and acquaint themselves with all requirements in respect to fill-up the scholarship form on National Scholarship Portal-2016-17.
- It will be the sole responsibility of the applicant to make sure that he/she is eligible to apply and fulfils all the conditions prescribed for the scholarship.
- If in-eligibility of the applicant is detected at any stage, before or after the applying for scholarship scheme, or during any stage by verification by authorities, his/her scholarship will be cancelled without any notice. Disciplinary action will be taken against him/her, further he/she will be blacklisted to opt for scholarship sponsored by Central Government for period of five years.
- Applicant must check that all details provided by him/her are correct before final submission as there will be no provision to edit details thereafter
- Mode of submission of application for scholarship will be online and no other mode for the same will be entertained.
- Titles/Labels marked as * are Mandatory in Application

I. ONLINE FRESH SUBMISSION OF APPLICATION FORM FOR SCHOLARSHIP

1. Online submission of Application form can be done through the website <http://www.scholarships.gov.in/loginPage> in any of the internet access point.

(For better visibility use Chrome, Firefox, Internet Explorer)

2. Click on 'Apply for fresh' on 'Home Page'

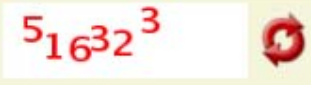
The screenshot shows the National Scholarship Portal homepage. A callout box labeled "Apply for Fresh" points to the "Apply for Fresh" button in the navigation bar. The page header includes the date "Thu Aug 04 14:14:56 IST 2016" and navigation links like "Skip to main content", "Screen Reader Access", "Sitemap", "Home", "A-", "A+", "A+", and "Hindi". The main header features the National Scholarship Portal logo, the Department of Electronics & Information Technology, and the Ministry of Communications & IT, Govt. of India. The navigation bar contains links for "Home", "About Us", "Complaints", "Services", "FAQ", and "Contact Us", along with a search bar. Below the navigation bar, there are buttons for "Apply for Fresh", "Apply for Renewal", "New User? Register Now", "Ministry Guest Login", and "Check Eligibility". The main content area displays statistics for "Ministries Departments/Councils" (16), "Registered Schemes" (77), "Registered Universities/Boards/Institutions" (1617084), and "Total Registrations" (Fresh: 114119, Renewal: 5489011). The left sidebar contains sections for "Helpdesk" (0120 - 6619540), "Institute Login", and "Latest News". The right sidebar features a "Dashboard" with a "State Wise Registration" bar chart and an "On-Board Schemes" table.

On-Board Schemes		
M/O Minority Affairs ↓		
✓ Pre Matric Scholarships Scheme for Minorities	Opened	Guidelines
✓ Post Matric Scholarships Scheme for Minorities	Opened	Guidelines
✓ Merit Cum Means Scholarship For For Professional and Technical Courses CS	Opened	Guidelines
✓ Maulana Azad National Fellowship for Minority Students	Opening Soon	Guidelines
WARB, Ministry of Home Affairs ↓		
✓ Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles	Opened	Guidelines
More...		

Note: A new web page requesting to Enter the preliminary data as required for the Registration is displayed

3. Fill the details and Click on ‘Registration’

STUDENT REGISTRARION FORM

State of Domicile * UTTAR PRADESH ▼	Scholarship Category * Post Matric ▼
Name of Student * Swati	Date of Birth (DD/MM/YYYY) * 01/07/1989
Gender * Female ▼	Aadhar Number * 512289406434
Mobile Number * 9015343145	Email Id
Captcha Code * 516323	

REGISTER **CANCEL**

Fill all the details corresponding to the titles/labels appearing on the Registration page.

Note: Those marked as “*” are mandatory and are compulsory required to be filled.

4. After successfully get registration done, Applicants will get their “Student Registration ID”

STUDENT REGISTERED SUCCESSFULLY ✓


STUDENT REGISTRATION ID UP201617000000313


* Kindly Note it down for future Reference. This will serve as your login id and password sent at your registered mobile number



CONTINUE **CLOSE**

5. Through “Student Registration ID” Applicants will be able to login into the Account.



Login to your account





 **4 1795 4** 

Can't See? Click on Refresh Button.

 [Login](#)  [Forgot Application Id?](#)

6. After successful login to the portal, Welcome Page Appeared


The screenshot shows the National Scholarship Portal interface. The browser address bar displays the URL `10.249.17.135/NSP/secureLoginSuccess.action`. The page header includes the date `Wed Jul 27 14:42:11 IST 2016` and navigation links for `Skip to main content`, `Screen Reader Access`, `Sitemap`, `Home`, and language options `A-`, `A`, `A+`, and `Hindi`. The main header features the **National Scholarship Portal** logo, the text `Department of Electronics & Information Technology` and `Ministry of Communications & IT, Govt. of India`, and the `Digital India` logo with the tagline `Make to Empower` and `A Digital India Initiative`.


On the left side, a vertical menu contains four buttons: `Application Form`, `Check Your Status`, `Print Your Application`, and `Logout`. To the right of this menu, four callout boxes with arrows point to each button, containing the text: `Application form`, `Check Your Status`, `Print Your Application`, and `Logout`.

The main content area displays a welcome message: `Welcome, Pinky` with the `Application ID: DL201617000000314`. A status indicator shows `Under Process` with a green checkmark icon.

7. On Clicking “Application Form” Icon, Applicants will direct to the Application screen as shown below.

Mon Aug 01 12:26:13 IST 2016 [Skip to main content](#) | [Screen Reader Access](#) | [Sitemap](#) | [Home](#) | [A-](#) [A](#) [A+](#) [Hindi](#)

 **National Scholarship Portal**
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

 **Digital India**
Power To Empower
A Digital India Initiative

Application Form

Check Your Status

Print Your Application

Logout

Registration Details

State of Domicile *	Scholarship Category *		
UTTAR PRADESH	Pre Matric		
Name of Student *	Date of Birth *	Gender *	Religion *
Praveen	31/07/1986	Male	Muslim
Community/Category *	Fathers Name *	Mothers Name *	Annual Family Income *
ST	Mr Sharma	Mrs Sharma	100000
Aadhar Number *	Mobile Number *	Email Id	Day Scholar/Hosteler *
999922220021	8127400222		Day Scholar

Academic Details

Select your Institute	Present Class/Course *	Class Start Date *	Mode of Study *
BHARTIYA SHISHU MANDIR J	VIII	01/08/2016	Regular/Full Time
Previous Class/Course *	Previous Passing Year *	Previous Class(%) *	
VII	2015	65	
Competitive Exam Qualified	Competitive Exam Year	Competitive Exam Score	
Choose your Option			
Admission Fee *	Tuition Fee *	Misc. Fee *	
4000	2500	500	

Basic Details

Is Orphan *	Is Disabled *	Type of Disability *	% of Disability *
No	No	Choose your option	0
Marital Status *	Parents Profession *	IFSC Code *	Bank Account Number *
Un Married	Others	SBIN009916	30832310281

Save & Continue

Note: The Application Form contains three important segments of information as mentioned below;

7a) Registration Details

7b) Academic Details

7c) Basic Details

Magnified view of each title is shown below

Registration Details

Registration Details

State of Domicile *		Scholarship Category *	
DELHI		Post Matric	
Name of Student *	Date of Birth *	Gender *	Religion *
Pinky	25/08/1989	Female	Hindu
Community/Category *	Fathers Name *	Mothers Name *	Annual Family Income *
GENERAL	Shri. Virendre Bharta	Smt. Girish Devi	
Aadhar Number *	Mobile Number *	Email Id	Day Scholar/Hosteler *
999922220045	9069193155	pinky.bharta@gmail.com	Day Scholar

Academic Details

Academic Details

Select your Institute	Present Class/Course *	Present Class Year *
Choose your Option	Choose your Option	Choose your Option
Mode of Study *	Class Start Date *	Previous Board/University name *
Regular/Full Time	01/08/2016	ACADEMY OF AVIATION AND ENGINEER
Previous Class/Course *	Previous Passing Year *	Previous Class(%) *
BACHELOR OF ENGINEERING(MECHANICAL)	2011	87
10th Class Roll No. *	Board Name *	Year of Passing *
	CHANDIGARH STATE BOARD OF TECHNICAL	2011
12th Class Roll No. *	Board Name *	Year of Passing *
E-1234568	CHANDIGARH STATE BOARD OF TECHNICAL	2011
Competitive Exam Qualified	Competitive Exam Year	Competitive Exam Score
AIEEE		
Admission Fee *	Tuition Fee *	Misc. Fee *
120000	75000	45000

Basic Details

Basic Details

Is Orphan * <input type="text" value="No"/>	Is Disabled * <input type="text" value="No"/>	Type of Disability * <input type="text" value="Choose your option"/>	% of Disability * <input type="text" value="0"/>
Marital Status * <input type="text" value="Married"/>	Parents Profession * <input type="text" value="Others"/>	IFSC Code * <input type="text" value="ALLA021201"/>	Bank Account Number * <input type="text" value="405238960011208"/>

7. On Clicking “Save & Continue” next page appeared.

National Scholarship Portal
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

Contact Details

State * <input type="text" value="UTTAR PRADESH"/>	District * <input type="text" value="Choose your option"/>	Block/Taluk * <input type="text"/>
House No./Street No.etc * <input type="text"/>		Pincode * <input type="text"/>

Scheme Details

SNO	Select the Scheme to Apply
1	<input checked="" type="radio"/> PRE MATRIC SCHOLARSHIPS FOR MINORITY

Upload Documents

SNO.	Documents Type	View Document	Action
1	Domicile Certificate	Not Uploaded	<input type="button" value="Upload"/>
2	Student PhotoGraph	Not Uploaded	<input type="button" value="Upload"/>
3	Institute Verification Form	Not Uploaded	<input type="button" value="Upload"/>
4	Self Declaration of income Certificate by the Student	Not Uploaded	<input type="button" value="Upload"/>
5	Self Declaration of minority community certificate by the Students	Not Uploaded	<input type="button" value="Upload"/>
6	Self Attested Certificate of pervious academic marksheet	Not Uploaded	<input type="button" value="Upload"/>
7	Fee Receipt of current course year	Not Uploaded	<input type="button" value="Upload"/>
8	Proof of bank account in the name of student	Not Uploaded	<input type="button" value="Upload"/>
9	Scanned Copy of Aadhar Card	Not Uploaded	<input type="button" value="Upload"/>

Note: This Section of Application Form is also divided into three important segments of information as mentioned below;

7d) Contact Details

7e) Scheme Details

7f) Upload Documents

Magnified view of each title is shown below

Contact Details

Contact Details

State *	District *	Block/Taluk *
DELHI ▼	EAST ▼	Preet Vihar ▼
House No./Street No.etc *		Pincode *
S-34A SUNDHER BLOCK GROUND FLOOR NEAR PREET VIHAR METRO STATION		110301

Scheme Details

Scheme Details

SNO	Select the Scheme to Apply
1	<input checked="" type="radio"/> PRE MATRIC SCHOLARSHIPS FOR MINORITY

Upload Documents

Upload Documents

SNO.	Documents Type	View Document	Action
1	Domicile Certificate	Not Uploaded	Upload
2	Student PhotoGraph	Not Uploaded	Upload
3	Institute Verification Form	Not Uploaded	Upload
4	Self Declaration of income Certificate by the Student	Not Uploaded	Upload
5	Self Declaration of minority community certificate by the Students	Not Uploaded	Upload
6	Self Attested Certificate of pervious academic marksheet	Not Uploaded	Upload
7	Fee Receipt of current course year	Not Uploaded	Upload
8	Proof of bank account in the name of student	Not Uploaded	Upload
9	Scanned Copy of Aadhar Card	Not Uploaded	Upload

[SAVE AS DRAFT](#)
[FINAL SUBMIT](#)

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8) On Clicking “Final Submission” Application is finally submitted.

Student can also take the print of the Application if needed.

Application Form

Check Your Status

Print Your Application

Logout

Registration Details

Application Id	UP201617000114908		
Applied for Scheme	PRE MATRIC SCHOLARSHIPS FOR MINORITY		
State of Domicile	UTTAR PRADESH	Scholarship Category	Pre Matric
Name of Student	Praveen	Date of Birth (DD/MM/YYYY)	31/07/1986
Gender	Male	Religion	Muslim
Community/Category	ST	Fathers Name	Mr Sharma
Mothers Name	Mrs Sharma	Annual Family Income	100000
Aadhar Number	999922220021	Mobile Number	8127400222
Email Id		Day Scholar/Hosteler	Day Scholar

Academic Details

Present Institute	BHARTIYA SHISHU MANDIR JHS		
Present Class/Course	VIII	Class Start Date	01/08/2016
Mode of Study	Regular/Full Time	Previous Class/Course Name	VII
Previous Passing Year	2015	Previous Class(%)	65

Basic Details

Is Orphan	NO	Is Disabled	NO
Type of Disability	-	Percentage of Disability	-
Marital Status	Un Married	Parents Profession	Others
IFSC Code	SBIN009916	Bank Account Number	30832310281

Contact Details

State	UTTAR PRADESH	District	LUCKNOW
Block	Lucknow		
House No./Street No.etc	Vinay Khnad 2, Gomti Nagar	Pin Code	226010

[Print](#)

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This will complete the online Application Submission Process for Applying Scholarship on the National Scholarship Portal

Guidelines for filling the online Renewal of Scholarship Application form on National Scholarships Portal for 2016-17

For Students –

- Those Student who are already got the scholarships from NSP Portal, need not required to register again. They have to login with their last year Application ID and Password to renew their online scholarship application for this academic year.
- All Applicant applying for renewing scholarship application, are required to update their Aadhaar Number and Mobile number
- Applicants are advised to go through the Information Bulletin carefully and acquaint themselves with all requirements in respect to fill-up the Renewal Scholarship form on National Scholarship Portal-2016-17.
- It will be the sole responsibility of the applicant to make sure that he/she is eligible to apply and fulfils all the conditions prescribed for the re-scholarship.
- If in-eligibility of the applicant is detected at any stage, before or after the applying for scholarship scheme, or during any stage by verification by authorities, his/her scholarship will be cancelled without any notice. Disciplinary action will be taken against him/her, further he/she will be blacklisted to opt for scholarship sponsored by Central Government for period of five years.
- Applicant must check that all details provided by him/her are correct before final submission as there will be no provision to edit details thereafter
- Mode of submission of application for scholarship will be online and no other mode for the same will be entertained.
- Titles/Labels marked as * are Mandatory in Application

To renew online scholarship application, the following step needs to be taken;

II. ONLINE RENEWAL OF APPLICATION

1. For applying online Renewal, Applicants visit the website <http://www.scholarships.gov.in> in any of the internet access point.

Apply for
Renewal

(For better visibility use Chrome, Firefox, Internet Explorer)

2. Click on 'Apply for Renewal' on 'Home Page'

The screenshot shows the National Scholarship Portal homepage. At the top, there is a navigation bar with links for Home, About Us, Complaints, Services, FAQ, and Contact Us. Below this is a search bar and several utility buttons: 'Apply for Fresh', 'Apply for Renewal' (highlighted with an orange callout), 'New User? Register Now', 'Ministry Guest Login', and 'Check Eligibility'. The main content area features four statistics cards: 'Ministries Departments/Councils' (16), 'Registered Schemes' (77), 'Registered Universities/Boards/Institutions' (1617084), and 'Total Registrations' (Fresh: 114119, Renewal: 5489011). Below these are sections for 'Helpdesk', 'Institute Login', 'Latest News', 'Dashboard' (with a 'State Wise Registration' bar chart), and 'On-Board Schemes' (listing various schemes like Pre Matric, Post Matric, Merit Cum Means, and Maulana Azad National Fellowship).

Thu Aug 04 14:14:56 IST 2016 Skip to main content | Screen Reader Access | Sitemap | Home | A- A A+ Hindi

National Scholarship Portal
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

Home About Us Complaints Services FAQ Contact Us Search...

Apply for Fresh Apply for Renewal New User? Register Now Ministry Guest Login Check Eligibility

Ministries Departments/Councils 16
Registered Schemes 77
Registered Universities/Boards/Institutions 1617084
Total Registrations
Fresh : 114119
Renewal : 5489011

Helpdesk
Candidates can contact the Help Desk for resolution of the technical problems
0120 - 6619540

Institute Login
Institute Login (Click Here)

Latest News
To visit National Scholarship Portal for Academic Year 2015-2016
Student Login (Click Here)
Official Login (Click Here)

Dashboard
State Wise Registration
Registrations

On-Board Schemes

M/O Minority Affairs		
Pre Matric Scholarships Scheme for Minorities	Opened	Guidelines
Post Matric Scholarships Scheme for Minorities	Opened	Guidelines
Merit Cum Means Scholarship For For Professional and Technical Courses CS	Opened	Guidelines
Maulana Azad National Fellowship for Minority Students	Opening Soon	Guidelines

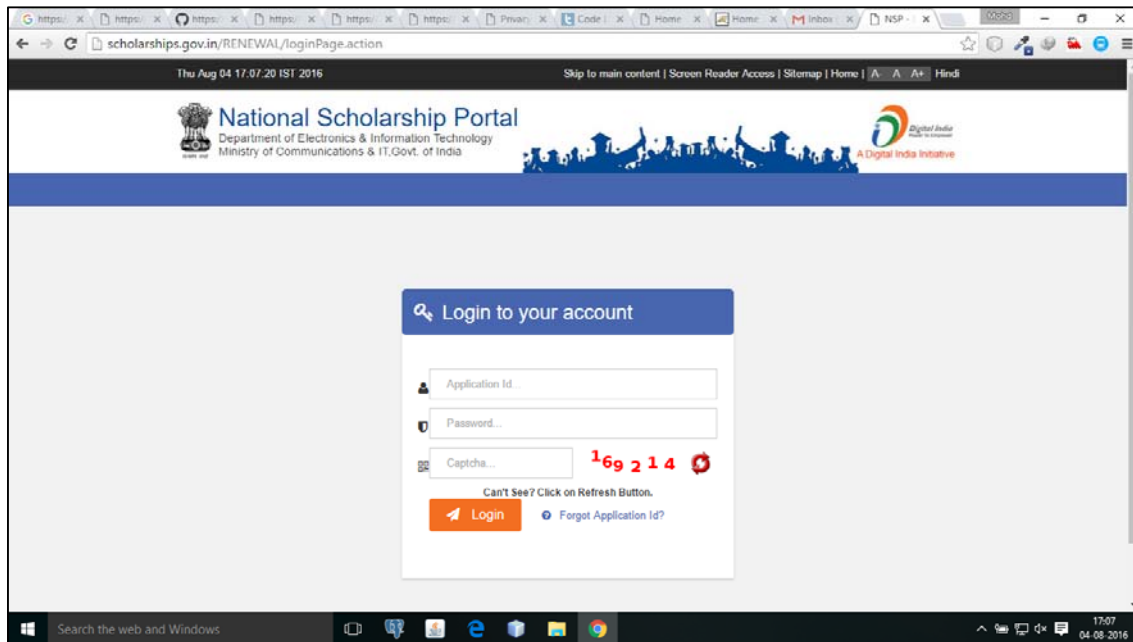
WARB, Ministry of Home Affairs

Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles	Opened	Guidelines
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More...

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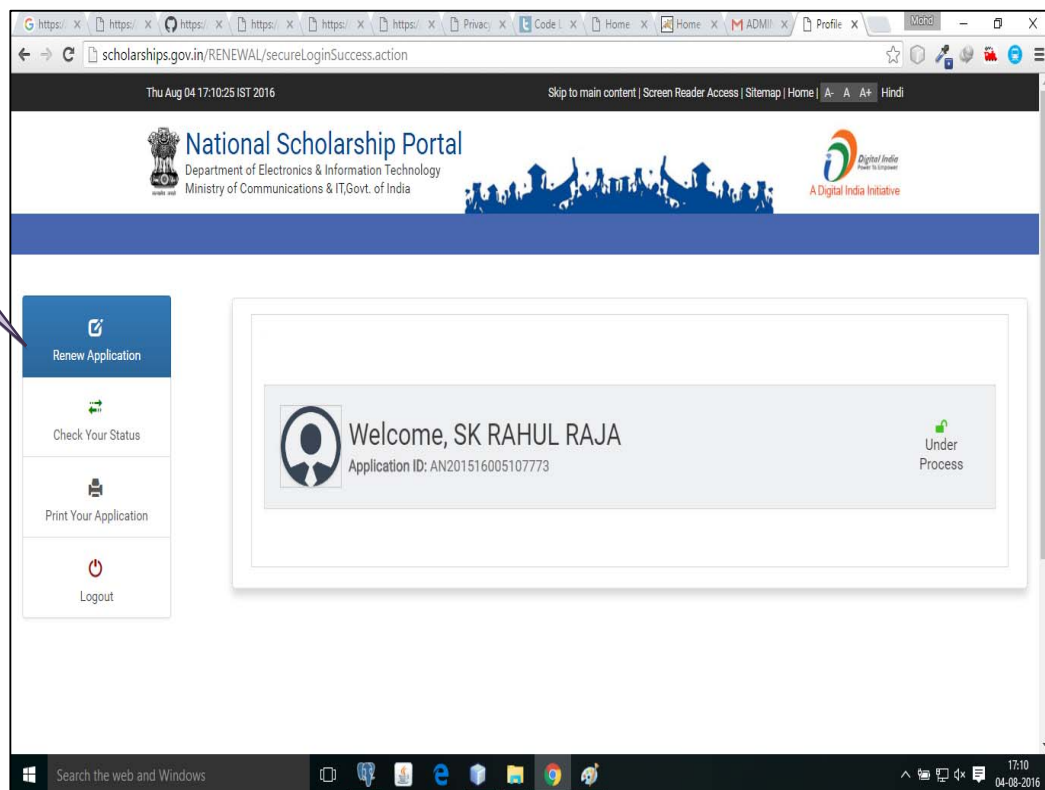
3. Login using your **Registered Email ID** and **Password** as shown below.



NOTE: Applicant applying for Renewal can use their old User Registration ID

4. After successful login, welcome page appeared.


**Renew
Application
Form**





5. On clicking ‘**Renew Application**’, Applicant will direct to **Renewal Screen** as shown below.


Thu Aug 04 17:10:54 IST 2016 Skip to main content | Screen Reader Access | Sitemap | Home | A- A+ Hindi


National Scholarship Portal
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India


A Digital India Initiative

 **Renew Application**

 **Check Your Status**

 **Print Your Application**

 **Logout**

Renewal Details

State of Domicile <input type="text" value="ANDAMAN AND NICOBAR"/>		Scholarship Category <input type="text" value="Post Matric"/>	
Name of Student <input type="text" value="SK RAHUL RAJA"/>	Date of Birth <input type="text" value="13/10/1994"/>	Gender <input type="text" value="M"/>	Religion <input type="text" value="Muslim"/>
Community/Category <input type="text" value="GENERAL"/>	Fathers Name <input type="text" value="SK JAMSHED ALI"/>	Mothers Name <input type="text" value="ROHIMA KHATOON"/>	Annual Family Income * <input type="text" value="220000"/>
Aadhar Number * <input type="text" value="582824069004"/>	Mobile Number * <input type="text" value="9933227281"/>	Email Id <input type="text"/>	Day Scholar/Hosteler <input type="text" value="Hosteler"/>

Academic Details

Present Institute <input type="text" value="KING GEORGE MEDICAL UNIVERSITY,LUCKNOI"/>	Present Class/Course <input type="text" value="BACHELOR OF MEDICINE AND BACHELOR OF S"/>	Present Class Year <input type="text" value="3"/>
Mode of Study <input type="text"/>	Class Start Date <input type="text" value="DD/MM/YYYY"/>	Previous Board/University name <input type="text" value="KING GEORGE MEDICAL UNIVERSITY"/>
Previous Class/Course <input type="text"/>	Previous Passing Year <input type="text" value="0"/>	Previous Class(%) * <input type="text" value="0"/>
10th Class Roll No. <input type="text"/>	Board Name <input type="text"/>	Year of Passing <input type="text"/>
12th Class Roll No. <input type="text"/>	Board Name <input type="text"/>	Year of Passing <input type="text"/>
Admission Fee * <input type="text" value="0"/>	Tuition Fee * <input type="text" value="0"/>	Misc. Fee * <input type="text" value="0"/>

Basic Details

Is Orphan <input type="text" value="NO"/>	Gaurdian Name <input type="text"/>	Is Disabled <input type="text" value="NO"/>	Type of Disability <input type="text" value="N/A"/>	% of Disability <input type="text" value="0"/>
Marital Status * <input type="text" value="Un Married"/>	Parents Profession * <input type="text" value="Private Employee"/>	IFSC Code <input type="text" value="SBIN0012356"/>	Bank Account Number <input type="text" value="30237992300"/>	

[Save & Continue](#)

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17:11
04-08-2016

Note:

Those marked as “*” & shown in white are mandatory and are compulsory required to be filled as highlighted below;

- ✓ **Aadhaar & Mobile Number**
- ✓ **Previous Class (%)**
- ✓ **Admission Fee**
- ✓ **Tuition Fees**
- ✓ **Misc Fees**

6. After adding all the required data, click ‘Save & Continue’ to view next page

The screenshot displays the National Scholarship Portal interface. At the top, it shows the date 'Thu Aug 04 17:12:11 IST 2016' and navigation links like 'Skip to main content | Screen Reader Access | Sitemap | Home | Hindi'. The header includes the portal's name, 'Department of Electronics & Information Technology, Ministry of Communications & IT, Govt. of India', and the 'Digital India' logo.

On the left, a sidebar contains navigation options: 'Renew Application', 'Check Your Status', 'Print Your Application', and 'Logout'.

The main content area is divided into three sections:

- Contact Details:** Includes dropdown menus for 'State' (ANDAMAN AND NICOBAR), 'District' (SOUTH ANDAMAN), and 'Block/Taluk'. Text input fields for 'House No./Street No.etc' (SHIVAJI HOUSING COLONY, WARD NO.10, GARACHARMA 2) and 'Pincode' (226003) are also present.
- Scheme Details:** A section titled 'Applied For Scheme' with a highlighted entry: 'MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS'.
- Upload Documents:** A table listing 9 document types, each with a 'View Document' status (all 'Not Uploaded') and an 'Upload' button.

At the bottom of the form area, there is a green 'FINAL SUBMIT' button. The footer of the page contains '© Copyright 2016, National Scholarship Portal' and a Windows taskbar at the very bottom showing the time '12:12' and date '04-08-2016'.

SNO.	Documents Type	View Document	Action
1	Domicile Certificate	Not Uploaded	Upload
2	Student PhotoGraph	Not Uploaded	Upload
3	Institute Verification Form	Not Uploaded	Upload
4	Self Declaration of Income Certificate by the Student	Not Uploaded	Upload
5	Self Declaration of minority community certificate by the Students	Not Uploaded	Upload
6	Self Attested Certificate of pervious academic marksheet	Not Uploaded	Upload
7	Fee Receipt of current course year	Not Uploaded	Upload
8	Proof of bank account In the name of student	Not Uploaded	Upload
9	Scanned Copy of AAdhar Card	Not Uploaded	Upload

Note: If required, Applicants can also upload his/her Certificates before final Submission

7. On Clicking “**Final Submission**” Application is finally submitted.

Note: Student can also take the print of the Application if needed.

Guidelines of Online Verification of Registered Applicants By Institute under National Scholarships Portal for 2016-17

Institute Section: This section deals with the institute related activities, ranging from the profile updating of Institute to the verification of Applicant's Application availing for National Scholarship 2016-17.

Institute's Profile Updates: An institute level user can change the profile of an institute and can make necessary changes to update the information of an institute.

Institute's Add & Updates Details: Under this portal, Institutes are facilitated to update its Course level, Course and Course fees.


Note: The Institute Profile Updates are must and should be done well in advance so that the students can apply for the scholarship.


The step by step presentation of Institute's form Up-dation and Verifications of Applied Applicant are shown below:

III. ONLINE VERIFICATION OF REGISTERED APPLICANTS BY INSTITUTE FOR SCHOLARSHIP

1. Login to the Institute Account

Fri Aug 05 18:19:29 IST 2016 Skip to main content | Screen Reader Access | Sitemap | Home | A- A A+ Hindi


 **National Scholarship Portal**
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

 Digital India
Power To Empower
A Digital India Initiative

Home About Us Services FAQ Contact Us

Login for Institute


5994 45


 Can't See? Click on Refresh Button.

[New Institute? Register Now?](#)

2. Welcome to Dashboard

Monday, 02 June, 2016 | 01:46 PM Skip to main content | Screen Reader Access | Sitemap | Home | A- A A+ Hindi

 **National Scholarship Portal**
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

 Digital India
Power To Empower
A Digital India Initiative

Dashboard

Application Verification

Application Reverification

Application Renewal verification

Profile Edit

Add & Update Details

Logout

Welcome DHANALAKSHMI SRINIVASA HIG PER

Total No of Application Received	2
Total No of Application Verified	0
Total No of Application Rejected	0
Total No of Application Remaining	2

3. Click 'Profile Edit' on Dashboard

This page allows the Institute to update /edit his Profile

Profile Edit

Monday, 02 June, 2016 | 01:48 PM

National Scholarship Portal
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

Digital India
A Digital India Initiative

Dashboard
Application Verification
Application Reverification
Application Renewal verification
Profile Edit
Add & Update Details
Logout

Institute Details

Institute Name * GAZI SARKAR PRIVATE ITI, ALLA DISE Code * PU09001852
Institute Nature * Public Trust Board State * UTTAR PRADESH
Board/University Name * UTTAR PRADESH DIRECTOR OF EMPLOYMENT AND TRA
Course Level Offered * Choose your option
SCHOOL/IX
HSC/INTERMEDIATE [12TH] EQUIVALENT
DEGREE/GRADUATE/UNDER GRADUATE/INTEGRATED
Institute Address * NEAR Dr. rml avadh uni, allahabad road Faizabad
Institute State * GOA Institution District * SOUTH GOA
Institution Taluk/Block * Mormugao Institute Pincode * 765757
Institute Tin No 098798344 Institute Tan No 4487865865
Registered Certificate * Upload uploaded file

Contact Person Details

Name * rahul singh Mobile No * 9876576575
Phone 5445456 E-mail * kjhkh@gmail.com

Bank Details

Branch/IFSC * BKIV077 Bank Account No * 87678684343
Final Submit

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Note:

- Those marked as “*” are mandatory and are compulsory required to be filled.
- Institute Name and DISE Code are not editable.
- Institute should note that Institute Profile is editable only once.

Before final Submission, Institute required to upload his ‘Registered Certificates’.

Institute State * GOA Institution District * SOUTH GOA
Institution Taluk/Block * Mormugao Institute Pincode * 765757
Institute Tin No 098798344 Institute Tan No 4487865865
Registered Certificate * Upload uploaded file

On clicking ‘Upload’ icon, Pop-up/Dialogue box appeared to upload the documents.

Documents Upload


Selected File

Choose File No file chosen

Upload Now

4. Once required data filled, click ‘**Final Submit**’ to view the final submission.

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Message : Profile updated successfully!

Institute Details

Institute Name *	GAZI SARKAR PRIVATE ITI ALLAI	DISE Code *	PU09001852
Institute Nature *	Public Trust	Board State *	UTTAR PRADESH
Board/University Name *	UTTAR PRADESH DIRECTOR OF EMPLOYMENT AND TRAIN		
Course Level Offered *	Choose your option SCHOOL I-X HSC/INTERMEDIATE (12TH)/EQUIVALENT DEGREE/GRADUATE/UNDER GRADUATE/INTEGRATED		
Institute Address *	NEAR Dr. rml avadh uni. allahabad road Faizabad		
Institute State *	GOA	Institution District *	SOUTH GOA
Institution Taluk/Block *	Mormugao	Institute Pincode *	765757
Institute Tin No	098799344	Institute Tan No	4487865865
Registered Certificate *	<input type="button" value="Upload"/>	<input type="button" value="uploaded file"/>	

Contact Person Details

Name *	rahul singh	Mobile No *	9876576575
Phone	5445456	E-mail *	kjhkh@gmail.com

Bank Details

Branch/IFSC *	BKTY877	Bank Account No *	87678684343
---------------	---------	-------------------	-------------


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5.
6.
7.

This will complete the Process of Institute Profile Edit.

8. After successfully Profile Edit Process, again go to Dashboard and click ‘**Add and Update details**’

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Dashboard

- Application Verification
- Application Reverification
- Application Renewal verification
- Profile Edit
- Add & Update Details**
- Logout

Add & Update Course Level

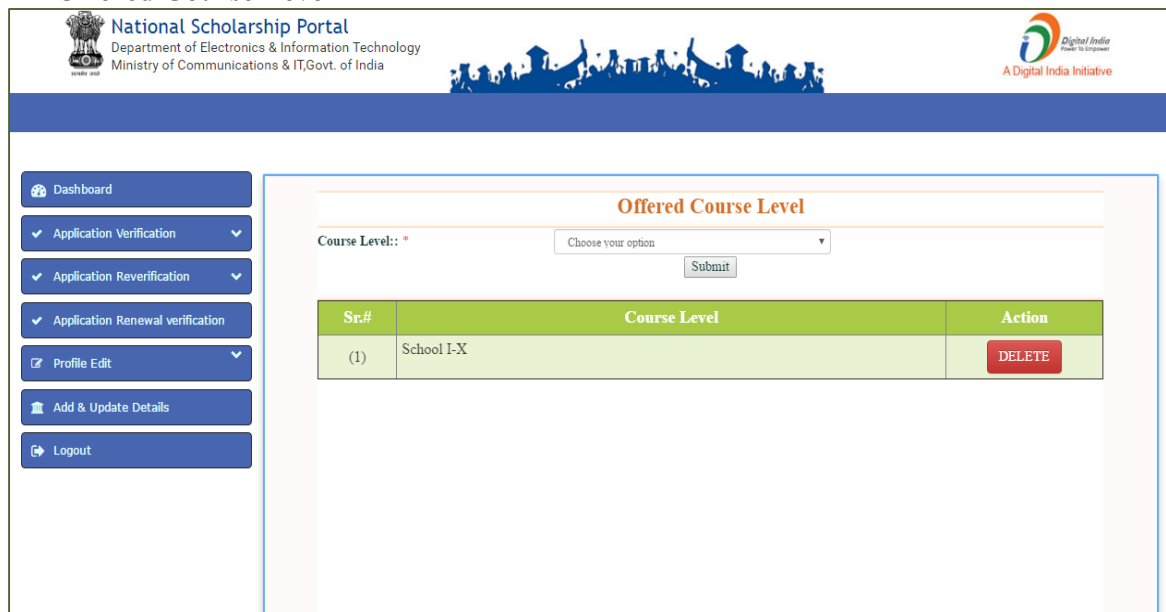
Add & Update Course

Add & Update Fee

9. On clicking ‘Add and Update Details’, user are allowing to update the following details;

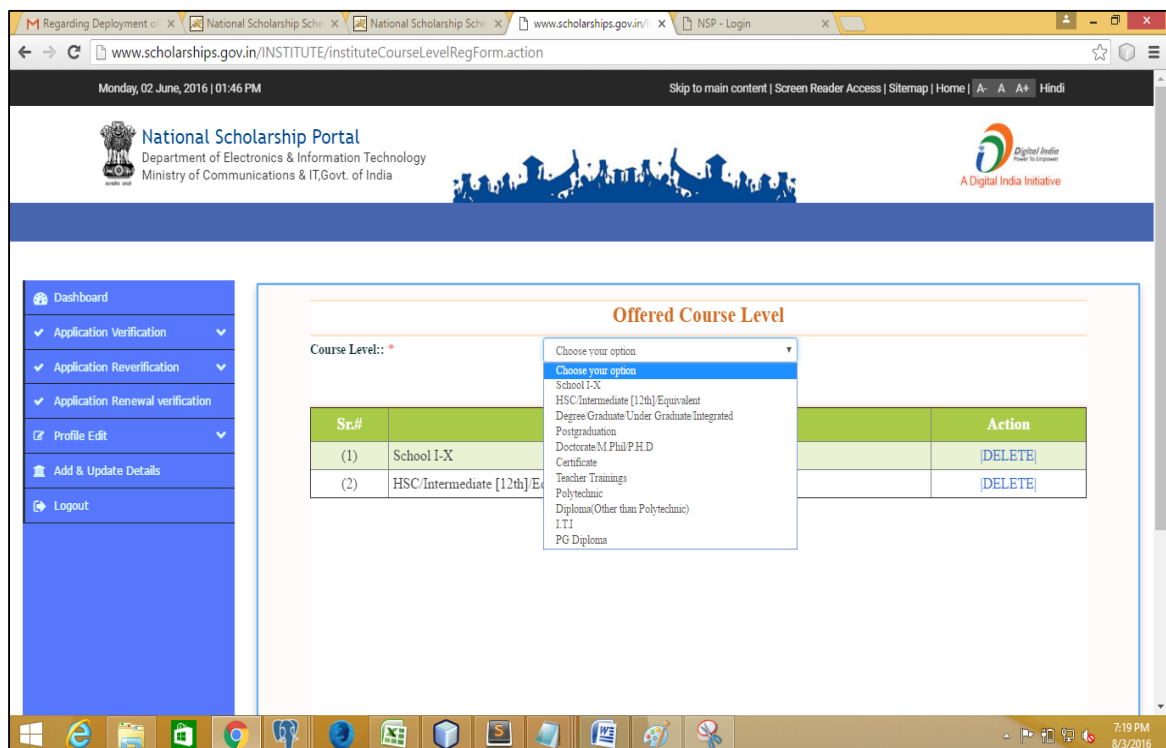
- I. Add & Update Course level
- II. Add & Update Course
- III. Add & Update Fee

10. On clicking ‘Add n Update Course level Option’, page appeared highlighting **Offered Course Level**



This allows the Institute to add and update the Course Level

11. On clicking **Course Level option in dropdown**, Menu bar appeared highlighting courses level.



12. **Example:** On clicking Course level such as ‘Postgraduate’ from dropdown menu, next page appeared highlighting the courses up to post-graduation.

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Dashboard

- Application Verification
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- Profile Edit
- Add & Update Details
- Logout

Offered Course Level

Course Level: *

Sr. #	Course Level	Action
(1)	School I-X	DELETE
(2)	HSC/Intermediate [12th] Equivalent	DELETE
(3)	Doctorate/M.Phil/P.H.D	DELETE
(4)	Postgraduation	DELETE

13. Clicking “Add & Update Course” Option, page appeared highlighting **Course Level and Courses**.

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Dashboard

- Application Verification
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- Add & Update Details
- Logout

Offered Course

Course Level: *

Course :: *

Sr. #	Course	Duration	Action
(1)	I	1	DELETE
(2)	VIII	1	DELETE
(3)	IV	1	DELETE
(4)	II	1	DELETE
(5)	III	1	DELETE

14. Explain with Example: On selecting Postgraduate option from Course level, 'Add and Update Course' option facilitate user to choose suitable Courses.

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Offered Course

Course Level: * Postgraduation

Course: * Choose your option

- DOCTOR OF MEDICINE(ANESTHESIOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(AURVEDA)-6 YEARS
- DOCTOR OF MEDICINE(CARDIOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(ENDOCRINOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(GASTROENTEROLOGY)-6 YEARS
- DOCTOR OF MEDICINE(GENERAL MEDICINE)-6 YEARS
- DOCTOR OF MEDICINE(HAEMATOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(HEPATOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(NEPHROLOGY)-6 YEARS
- DOCTOR OF MEDICINE(NEUROLOGY)-6 YEARS
- DOCTOR OF MEDICINE(ONCOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(ORTHOPAEDICS)-6 YEARS
- DOCTOR OF MEDICINE(PEDIATRICS)-6 YEARS
- DOCTOR OF MEDICINE(PHARMACY)-6 YEARS
- DOCTOR OF MEDICINE(PLASTIC SURGERY)-6 YEARS
- DOCTOR OF MEDICINE(RADIOLOGY)-6 YEARS
- DOCTOR OF MEDICINE(UROLOGY)-6 YEARS
- MASTER OF LAW(CIVIL LAW)
- MASTER OF LAW (CONSTITUTIONAL LAW)

Duration	Action
1	 DELETE
1	 DELETE
1	 DELETE
1	 DELETE
1	 DELETE
1	 DELETE

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15. Explain with Example: After selecting suitable courses from dropdown menu, next appeared with selected courses.

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Offered Course

Course Level: * Choose your option


Course: * Choose your option

Sr:#	Course	Duration	Action
(1)	V	1	 DELETE
(2)	VI	1	 DELETE
(3)	VII	1	 DELETE
(4)	VIII	1	 DELETE
(5)	IX	1	 DELETE
(6)	X	1	 DELETE
(7)	DOCTOR OF MEDICINE(PHARMACY) -6 YEARS	6	 DELETE


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16. After successfully completion of updating courses, click ‘Add & Update Fee’ to add value

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Dashboard

Application Verification

Application Reverification

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Profile Edit

Add & Update Details

Logout

Offered Course Fee

Course :: *

Admission Fee :: *


Tuition Fee:: *

Others Fee::


Sr.#	Course	Admission Fee	Tuition Fee	Other Fee	Action
(1)	I	10000	5000	50	<input type="button" value="DELETE"/>
(2)	VIII	5000	1000	100	<input type="button" value="DELETE"/>

17. After adding Courses fees, click ‘Submit’

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Dashboard

Application Verification

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Offered Course Fee

Course :: *

Admission Fee :: *

Tuition Fee:: *

Others Fee::

Sr.#	Course	Admission Fee	Tuition Fee	Other Fee	Action
(1)	I	10000	5000	50	<input type="button" value="DELETE"/>
(2)	VIII	5000	1000	100	<input type="button" value="DELETE"/>
(3)	I	20000	15000	1500	<input type="button" value="DELETE"/>

**This will complete the Institute ‘Add & Update Details’ Option
 For the National Scholarship Portal**

18. After **Adding & Updating Details** Process, again go to Dashboard and click **'Application Verification'**.

Applicant Verification

Academic year: Choose your option | Course: Choose your option | Scheme: Choose your option | Category: Choose your option

(530)

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View
1	UP201617000078385	SAKILA YASMIN / KURBAN ALI	9609975211	VI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
2	WB201617000020602	AL IMRAN RONI / GOLAM RABBANI	7278337681	X	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
3	WB201617000021972	JAMAN / AHMED	9733366909	XI	POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS	<input type="checkbox"/>	View Details
4	WB201617000022175	SOMA SARMIN / SARIFUL ISLAM	8670417430	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
5	WB201617000022298	SABNUR KHATUN / SAMIDUR RAHAMAN	7872550577	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
6	WB201617000022356	SAKIL RANA / FAIJADDIN AHAMMAD	9735751173	V	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
524	WB201617000187472	JOYNAD BANU / JAHANGIR ALAM	7872284257	VII	SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
525	WB201617000187787	KASMIRA PARVIN / ABUL KALAM	9733213436	VIII	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
526	WB201617000189309	LAKSARINA PABHIN / MOKSED ALI	7872101551	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
527	WB201617000189458	bebty sultana / anowar hosson	9564486399	V	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
528	WB201617000191154	LIPIYARA PARVEEN / ABUL KALAM AZAD	9733395944	VI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
529	WB201617000194518	SARMINA PARVIN / ABBAS ALI	7407770021	X	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
530	WB201617000195346	ARIF HOSSAIN / MASTAFIJUR RAHAMAN	8768729541	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details

Verify | Reject | Defect

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Note: On clicking **'Application Verification'** Icon Verification Screen will appeared with the following data of applied Applicants;

- **Total Number of Registration**
- **Applicant Registration ID**
- **Name of Applicants/Father Name and Contact number**
- **Applied Course Name**
- **Name of Scheme Applied**
- **Also facilitate user to filter the Applicants via Scheme wise/Academic year, Course/Category wise.**
- **User can also Verify/Reject & add remark as Defect by viewing the complete Application form in 'View Details'**

19. On clicking 'Verify/Reject/Defect' Icon from Applicant Verification page, next page appeared highlighting selected applicant.

Applicant Verification

Academic year: Choose your option | Course: Choose your option | Scheme: Choose your option | Category: Choose your option

Search

(530)

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View
1	UP201617000078385	SAKILA YASMIN / KURBAN ALI	9609975211	VI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
2	WB201617000020602	AL IMRAN RONI / GOLAM RABBANI	7278337681	X	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input checked="" type="checkbox"/>	View Details
3	WB201617000021972	JAMAN / AHMED	9733366909	XI	POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS	<input type="checkbox"/>	View Details
4	WB201617000022175	SOMA SARMIN / SARIFUL ISLAM	8670417430	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
5	WB201617000022298	SABNUR KHATUN / SAMIDUR RAHAMAN	7872550577	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
6	WB201617000022356	SAKIL RANA / FAJJADDIN AHAMMAD	9735751173	V	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details

After selecting any applicant or all applicants, Institute can verify the applicant's details

20. On clicking **Selected Applicant**, user can view the complete details of Applicants individually.

Student Verification Form

Applicant Name: SAKILA YASMIN

1	Gender	Female	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
2	Religion	Muslim	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
3	Category	GENERAL	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
4	Profession	Others	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
5	Annual Income	36000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
6	Aadhar No	767481229640	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
7	Disability	No	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
8	Day Scholar	Day Scholar	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
9	EPSC Code	SBN20001875	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
10	Account No.	34969792956	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
11	Admission Fees	190	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
12	Tuition Fees	0	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes

Verify | Reject | Defect

This page also facilitate user to add remark as defected application of Applicant and can also comment on remark column.

Student Verification Form					
Applicant Name :		SAKILA YASMIN			
1	Gender	Female	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
2	Religion	Muslim	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
3	Category	GENERAL	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Category is not ok
4	Profession	Others	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
5	Annual Income	36000	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Check Your Annual Income
6	Aadhar No	767481229640	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
7	Disability	No	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Not Valid
8	Day/Scholar	Day Scholar	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
9	IFSC Code	SBN0001875	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
10	Account No.	34969792956	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
11	Admission Fees	190	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
12	Tuition Fees	0	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	

NOTE:

- After successfully adding value and comments through verification, the form again went to the Applicant for correction and not more will shown in Verification Page.
- Once correction done by Applicants, Application form will re-appeared for Re-verification
- If user verify applicant with no defect, Applicant form will be approved at Institute level

This will complete the Verification process of Applications by Institute for National Scholarship Portal

21. On clicking 'Re-verification' icon from Dashboard, the page appeared with data displaying Applicant form for re-verification.

Applicant Reverification

Course: Choose your option | Scheme: Choose your option | Category: Choose your option

(2)

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View
1	TN201617000006436	KALAIVANAN / KARUNAKARAN	9787799891	XI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
2	TN201617000006482	KALAIYARASAN / KARUNAKARAN	9943530369	XI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details

Buttons: Verify, Reject, Defect

22. On clicking view details icons of particular Applicant details, user can view his corrected form.

Student Reverification Form

Applicant Name: KALAIVANAN

1	Gender	Male	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
2	Religion	Hindu	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
3	Category	OBC	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
4	Profession	Others	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
5	Annual Income	50000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
6	Aadhar No	447550069804	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
7	Disability	No	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
8	Day-Scholar	Day Scholar	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
9	Mode Of Study	1	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
6	Aadhar No	447550069804	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
7	Disability	No	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
8	Day-Scholar	Day Scholar	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
9	Mode Of Study	1	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
10	IFSC Code	BKID0008076	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
11	Account No.	807610110005445	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
12	Admission Fees	10000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
13	Tuition Fees	1000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes

Buttons: Verify, Reject, Defect

Close

23. On clicking “Applicant Renewal Verification’ the page appeared highlighting application for renewal applied by previous session Applicants.

The screenshot shows the National Scholarship Portal interface. The main content area is titled "Applicant Renewal Verification". It includes a search filter with three dropdown menus for "Course", "Scheme", and "Category", each with the placeholder text "Choose your option". Below the filter is a "Search" button. A notification icon shows "(2)" items. The main table lists two applications:

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View
1	TN201617000006436	KALAIVANAN / KARUNAKARAN	9787799891	XI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details
2	TN201617000006482	KALAIYARASAN / KARUNAKARAN	9943530369	XI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	View Details

At the bottom of the table are buttons for "Verify", "Reject", and "Defect".

24. On clicking view details icons of particular Applicant details, user can view his corrected form.

The screenshot shows a modal window titled "Student Renewal verification Form" for the applicant KALAIVANAN. The form contains the following details:

Applicant Name :		KALAIVANAN			
1	Aadhar No	447550069804	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
2	Annual Income	50000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
3	Previous Class Percentage	94	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
4	Admission Fees	10000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
5	Tuition Fees	1000	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	

At the bottom of the form are buttons for "Verify", "Reject", and "Defect", and a "Close" button in the bottom right corner.

IV. STATUS OF PRE & POST MATRIC REGISTRATIONS

1. Online viewing of State wise registration can be done through by visiting website <http://www.scholarships.gov.in> in any of the internet access point.

(For better visibility use Chrome, Firefox, Internet Explorer)

2. Click ‘Ministry Guest Login’ on ‘Home Page’

Ministry
Guest
Login

The screenshot shows the National Scholarship Portal website. The header includes the logo of the Department of Electronics & Information Technology, Ministry of Communications & IT, Govt. of India. The navigation menu includes Home, About Us, Complaints, Services, FAQ, and Contact Us. A search bar is located on the right. Below the navigation menu, there are several buttons: Apply for Fresh, Apply for Renewal, New User? Register Now, Ministry Guest Login (highlighted with a red callout box), and Check Eligibility. The main content area features four large cards: Ministries (Departments/Councils) with 16, Registered Schemes with 77, Registered Universities/Boards/Institutions with 1617084, and Total Registrations with Fresh: 114119 and Renewal: 5489011. Below these cards, there are several sections: Helpdesk (Candidates can contact the Help Desk for resolution of the technical problems, 0120 - 6619540), Institute Login (Institute Login (Click Here)), Latest News (To visit National Scholarship Portal for Academic Year 2015-2016, Student Login (Click Here), Official Login (Click Here)), Dashboard (State Wise Registration bar chart), and On-Board Schemes (M/O Minority Affairs, WARB, Ministry of Home Affairs).

Category	Count
Ministries (Departments/Councils)	16
Registered Schemes	77
Registered Universities/Boards/Institutions	1617084
Total Registrations	Fresh: 114119, Renewal: 5489011

Category	Status	Guidelines
Pre Matric Scholarships Scheme for Minorities	Opened	Guidelines
Post Matric Scholarships Scheme for Minorities	Opened	Guidelines
Merit Cum Means Scholarship For For Professional and Technical Courses CS	Opened	Guidelines
Maulana Azad National Fellowship for Minority Students	Opening Soon	Guidelines
Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles	Opened	Guidelines

3. By clicking Ministry Guest Login, ‘**Welcome Page**’ appeared with Graphical presentation, representing following details;
 - a) State wise Total Quota Allotted and Applications Received against Quota
 - b) Total Verified Applications State wise (Verified by State and PFMS)



4. Click on “**State Registration Icon**” to verify the Number of Verify State Wise Registration,

The screenshot shows the National Scholarship Portal interface. The main content area displays a table titled "State Wise Registrations" with the following data:

S. No.	State Name	Verified Registrations
1	ANDAMAN AND NICOBAR	1
2	ANDHRA PRADESH	168313
3	ARUNACHAL PRADESH	25
4	ASSAM	95823
5	BIHAR	76564
6	CHANDIGARH	2025
7	CHHATTISGARH	10691
8	DADRA & NAGAR HAVELI	29
9	DAMAN & DIU	38
10	DELHI	2460
11	GOA	2553
12	GUJARAT	222954
13	HARYANA	6334
14	HIMACHAL PRADESH	2734
15	JAMMU AND KASHMIR	25687

Below the table, it states: "36 items found, displaying 1 to 15. [First/Prev] 1, 2, 3 [Next/Last] Export options: CSV | Excel | XML". A grey arrow points from the instruction above to the "State Wise Registrations" menu item in the left sidebar.

Note:

- This page highlights number of State Wise Registration (i.e Registration done in all 36 States) displaying 15 items per page.
- This list can also be downloaded by clicking ‘**Export Option**’ in CSV/Excel/XML format.

36 items found, displaying 1 to 15. [First/Prev] 1, 2, 3 [Next/Last]
Export options: CSV | Excel | XML

5. On clicking any State, the page will shows the details of Total number of Registration of that **State** at first place, and than number of registrations of each **District and Blocks** belonging that particular State.

Example: 5.1 On clicking state ‘Uttar Pradesh’



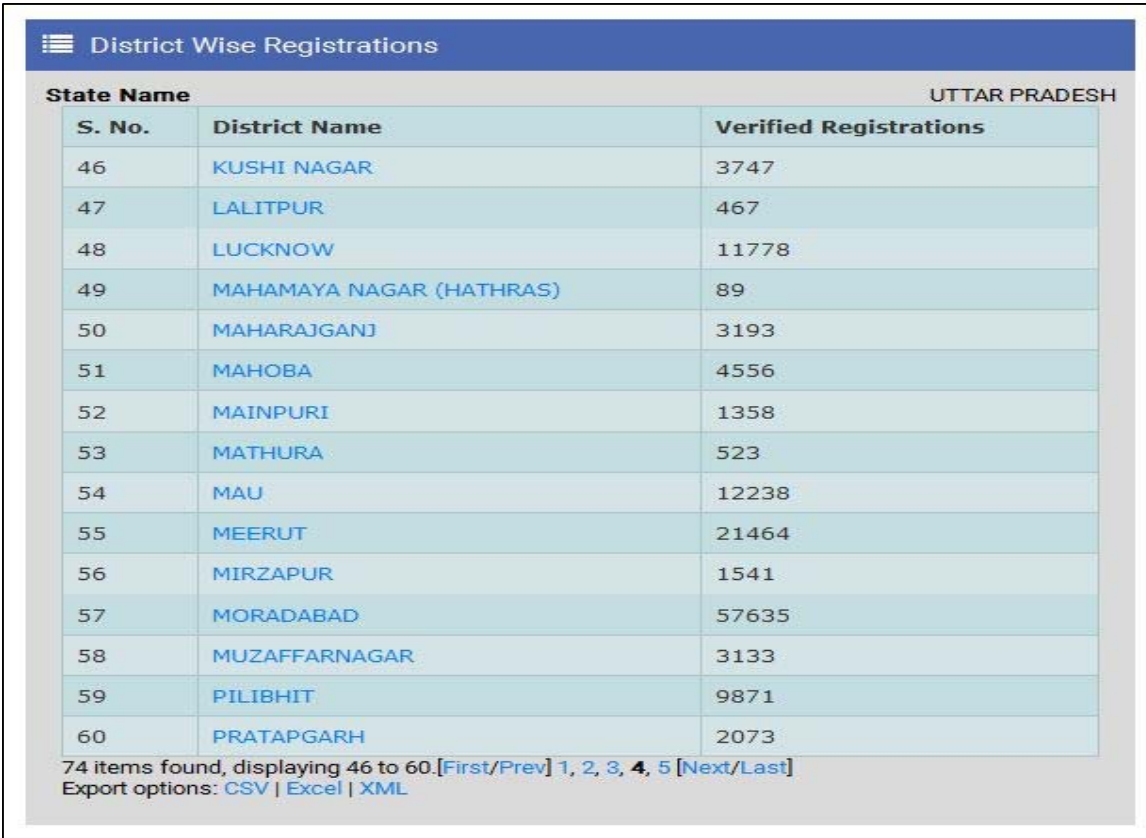
The screenshot shows a web interface titled "State Wise Registrations". It contains a table with three columns: "S. No.", "State Name", and "Verified Registrations". The table lists states from S. No. 31 to 36. An arrow points to the row for "UTTAR PRADESH" (S. No. 34). Below the table, there is a pagination message: "36 items found, displaying 31 to 36. [First/Prev] 1, 2, 3 [Next/Last]" and export options: "Export options: CSV | Excel | XML".

S. No.	State Name	Verified Registrations
31	TELANGANA	252073
32	TRIPURA	8583
33	UTTARAKHAND	9377
34	UTTAR PRADESH	524824
35	WEST BENGAL	1266643
36		3267

36 items found, displaying 31 to 36. [First/Prev] 1, 2, 3 [Next/Last]
Export options: CSV | Excel | XML

Note: Given page, shows the total number of Verify Registrations in Uttar Pradesh

5.2 On clicking state, next page appeared highlighting No. of Verify Registration in every Districts.



The screenshot shows a web interface titled "District Wise Registrations" for the state of "UTTAR PRADESH". It contains a table with three columns: "S. No.", "District Name", and "Verified Registrations". The table lists districts from S. No. 46 to 60. Below the table, there is a pagination message: "74 items found, displaying 46 to 60. [First/Prev] 1, 2, 3, 4, 5 [Next/Last]" and export options: "Export options: CSV | Excel | XML".

State Name		UTTAR PRADESH
S. No.	District Name	Verified Registrations
46	KUSHI NAGAR	3747
47	LALITPUR	467
48	LUCKNOW	11778
49	MAHAMAYA NAGAR (HATHRAS)	89
50	MAHARAJGANJ	3193
51	MAHOPA	4556
52	MAINPURI	1358
53	MATHURA	523
54	MAU	12238
55	MEERUT	21464
56	MIRZAPUR	1541
57	MORADABAD	57635
58	MUZAFFARNAGAR	3133
59	PILIBHIT	9871
60	PRATAPGARH	2073

74 items found, displaying 46 to 60. [First/Prev] 1, 2, 3, 4, 5 [Next/Last]
Export options: CSV | Excel | XML

5.3 On clicking any district like Lucknow, next page appeared highlighting No. of **Verify Registrations in each Block.**

Block Wise Registrations		
State Name: UTTAR PRADESH		District Name: LUCKNOW
S. No.	Block Name	Verified Registrations
1	Bakshi Ka Talab	13
2	Lucknow	20
3	Malihabad	162
4	Mohanlalganj	586

4 items found, displaying all items. 1
Export options: [CSV](#) | [Excel](#) | [XML](#)

Note: Given page, shows the total number of Verify Registration in each block of Dist. Lucknow.

5.4 On clicking Block like Lucknow, next page appeared highlighting following details of Applicant;

Name of Student
Application ID
Father's Name
Scheme Opted
State/Block Name

Applicants List					
State Name: UTTAR PRADESH				District Name: LUCKNOW	
S. No.	Applicant Name	Application Id	Father's Name	Scheme Opted	State Name
1	AFJAL IMAM	UP201516003678583	KHALIKUZZAMMAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
2	HAROON KHAN	UP201516003673885	AYYUB KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
3	MOHD IRSHAD	UP201516001453111	BANNEY KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
4	SYED ABDUR RAB	UP201516003677148	SYED TALHA OMAS	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
5	TALHA BIN RAZI	UP201516000955825	RAZI AHMAD KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH

5 items found, displaying all items. 1
Export options: [CSV](#) | [Excel](#) | [XML](#)

5.4 On clicking 'Export Option' user can save the details in Excel/XML/CSV format.

The screenshot shows a table with 5 rows of applicant data. A dialog box titled "Opening ApplicantList.xls" is overlaid on the table, asking the user to choose how to open the file. The dialog box contains the following text:

You have chosen to open:
ApplicantList.xls
 which is: Microsoft Office Excel 97-2003 Worksheet (810 bytes)
 from: http://www.scholarships.gov.in

What should Firefox do with this file?

Open with Microsoft Office Excel (default)

Save File

Do this automatically for files like this from now on.

Buttons: OK, Cancel

At the bottom of the table, it says: "5 items found, displaying all items. 1" and "Export options: CSV | Excel | XML".

S.No.	Applicant Name	Application Id	Father's Name	Scheme Opted	State Name
1	AFJAL IMAM	UP201516003678583	KHALIKUZZAMMAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
2	HAROON KHAN	UP201516003673885	AYYUB KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
3	MOHD IRSHAD	UP201516001453111	BANNEY KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
4	SYED ABDUR RAB	UP201516003677148	SYED TALHA OMAS	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
5	TALHA BIN RAZI	UP201516000955825	RAZI AHMAD KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH

5.4 Once the Data saved, User can view the details in saved file.

The screenshot shows a Microsoft Excel spreadsheet titled "ApplicantList.xls". The spreadsheet contains the following data:

S.No.	Applicant Name	Application Id	Father's Name	Scheme Opted	State Name
1	AFJAL IMAM	UP201516003678583	KHALIKUZZAMMAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
2	HAROON KHAN	UP201516003673885	AYYUB KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
3	MOHD IRSHAD	UP201516001453111	BANNEY KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
4	SYED ABDUR RAB	UP201516003677148	SYED TALHA OMAS	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH
5	TALHA BIN RAZI	UP201516000955825	RAZI AHMAD KHAN	MERIT-CUM-MEANS SCHOLARSHIP FOR PROFESSIONAL AND TECHNICAL COURSES CS	UTTAR PRADESH

V. STATUS OF PRE & POST MATRIC REGISTRATION

1. Online State wise registration can be done through the website <http://www.scholarships.gov.in> in any of the internet access point.

(For better visibility use Chrome, Firefox, Internet Explorer)

2. Click 'Ministry Guest Login' on 'Home Page'

Ministry
Guest
Login

The screenshot shows the National Scholarship Portal homepage. At the top, there is a navigation bar with links for Home, About Us, Complaints, Services, and Contact Us. Below this is a search bar and several action buttons: Apply for Fresh, Apply for Renewal, New User? Register Now, Ministry Guest Login, and Check Eligibility. The main content area features four large tiles: Ministries (16), Registered Schemes (77), Registered Universities/Boards/Institutions (1617084), and Total Registrations (Fresh: 114119, Renewal: 5489011). On the left side, there are sections for Helpdesk (0120-6619540), Institute Login, and Latest News. The right side contains a Dashboard with a State Wise Registration bar chart and an On-Board Schemes table.

Ministry	Status	Guidelines
M/O Minority Affairs	Opened	Guidelines
Pre Matric Scholarships Scheme for Minorities	Opened	Guidelines
Post Matric Scholarships Scheme for Minorities	Opened	Guidelines
Merit Cum Means Scholarship For For Professional and Technical Courses CS	Opened	Guidelines
Maulana Azad National Fellowship for Minority Students	Opening Soon	Guidelines
WARB, Ministry of Home Affairs	Opened	Guidelines
Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles	Opened	Guidelines

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3. Click on 'Pre and Post Scheme Registration'

Pre & Post
Matric
Registrations

The screenshot shows the National Scholarship Portal interface. At the top, there is a navigation bar with links for Home, About Us, Complaints, Services, FAQ, and Contact Us. Below this is a search bar and several action buttons: 'Apply for Fresh', 'Apply for Renewal', 'New User? Register Now', 'Ministry Guest Login', and 'Check Eligibility'. The main content area features a menu on the left with 'Pre and Post Matric Registrations' selected. The central part of the page displays a table titled 'State Wise Pre and Post Matric Registrations' with columns for S No, STATE NAME, PRE MATRIC, and POST MATRIC. The table lists 36 states and their respective registration counts, along with a sub-total and a total for all registered applications.

S No	STATE NAME	PRE MATRIC	POST MATRIC
1	ANDAMAN AND NICOBAR		54
2	ANDHRA PRADESH	4196	1282
3	ARUNACHAL PRADESH	27	172
4	ASSAM	1986	1372
5	BIHAR	925	2662
6	CHANDIGARH	142	33
7	CHHATTISGARH	169	197
8	DADRA & NAGAR HAVELI	9	12
9	DAMAN & DIU	15	13
10	DELHI	81	329
11	GOA	10	87
12	GUJARAT	949	1537
13	HARYANA	112	112
14	JHARKHAND	119	443
15	JAMMU AND KASHMIR	145	288
16	JHARKHAND	119	443
17	KARNATAKA	1989	4622
18	KERALA	3723	3447
19	LAKSHADWEEP	8	5
20	MADHYA PRADESH	4721	1357
21	MAHARASHTRA	1665	1876
22	MANIPUR	40	145
23	MEGHALAYA	19	40
24	MIZORAM	41	63
25	NAGALAND	322	59
26	ODISHA	564	309
27	PUDUCHERRY	50	33
28	PUNJAB	11508	4709
29	RAJASTHAN	3405	1836
30	SIKKIM	38	45
31	TAMIL NADU	1435	1900
32	TELANGANA	1792	823
33	TRIPURA	86	167
34	UTTAR PRADESH	4011	4329
35	UTTARAKHAND	279	163
36	WEST BENGAL	23560	10820
Sub Total		68343	45751
Total Registered Applications			114094

Note: On clicking "Pre & Post Registration Scheme" the above page will appeared highlights the following details;

- **Name of State**
- **Number of Pre Matric Registrations**
- **Number of Post Matric Registrations**
- **Total and sub-total of Pre & Post Registrations.**

VI. ONLINE PROCESS OF APPLYING COMPLAINTS IN NSP

1. For applying online complaints in scholarships portal, applicants can visit the website <http://www.scholarships.gov.in> in any of the internet access point.

(For better visibility use Chrome, Firefox, Internet Explorer)

2. Click 'Complaints' on 'Home Page'

Complaints

Thu Aug 04 14:14:56 IST 2016 Skip to main content | Screen Reader Access | Sitemap | Home | A- A+ Hindi

National Scholarship Portal
Department of Electronics & Information Technology
Ministry of Communications & IT, Govt. of India

Digital India
A Digital India Initiative

Home About Us Complaints Services FAQ Contact Us Search...

Apply for Fresh Apply for Renewal New User? Register Now Ministry Guest Login Check Eligibility

Ministries
Departments/Councils
16

Registered
Schemes
77

Registered
Universities/Boards/Institutions
1617084

Total
Registrations
Fresh : 114119
Renewal : 5489011

Helpdesk
Candidates can contact the Help Desk for resolution of the technical problems
0120 - 6619540

Institute Login
Institute Login (Click Here)

Latest News
To visit National Scholarship Portal for Academic Year 2015-2016
Student Login (Click Here)
Official Login (Click Here)

Dashboard

State Wise Registration
Registrations

On-Board Schemes

M/O Minority Affairs

Pre Matric Scholarships Scheme for Minorities	Opened	Guidelines
Post Matric Scholarships Scheme for Minorities	Opened	Guidelines
Merit Cum Means Scholarship For For Professional and Technical Courses CS	Opened	Guidelines
Maulana Azad National Fellowship for Minority Students	Opening Soon	Guidelines

WARB, Ministry of Home Affairs

Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles	Opened	Guidelines
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3. On clicking ‘Complaints’ Icon, Complaint Form Appeared.

The screenshot shows the 'Complaints/Feedback' form on the National Scholarship Portal. The page header includes the date 'Thu Aug 04 14:20:27 IST 2016', navigation links, and the portal's name: 'National Scholarship Portal, Department of Electronics & Information Technology, Ministry of Communications & IT, Govt. of India'. The form contains several input fields: 'Applicant Type' and 'Complaint For Year' (both dropdown menus), 'Application/Institute ID' and 'Name' (text boxes), 'Email' and 'Mobile Number' (text boxes), 'State of Domicile' and 'Scheme' (dropdown menus), and 'Category' (dropdown menu). A 'Captcha' field is also present with the value '379612'. Below these fields is a 'Complaint Description' text area with a character count of '500 characters remaining'. At the bottom of the form are 'Submit' and 'Cancel' buttons.

4. Login to the ‘Complaint Portal’ through ‘User Registration ID’ to view the Complain Status

The screenshot shows the 'View Application Status' page. It features a header with a menu icon and the text 'View Application Status'. Below the header, there is a section titled 'Enter Application/Institute ID' with a text input field containing the value 'UP201617000003105'. At the bottom of the page is a blue button labeled 'View Complaint Status'.

5. 'Complaint Status' appeared in given format

Complaint Status for - Praveen Kumar Sharma (UP201617000003105)		
COMPLAINT - 1		COMPLAINT STATUS - PENDING
NAME	COMPLAINT DATE	REPLY FOR THE COMPLAINT
Praveen Kumar Sharma	04-08-2016 10:53 AM	Not Replied Yet.

This will complete the online process of applying and viewing Complaint status process for National Scholarship Portal