

# **USER MANUAL FOR SCHOLARSHIPS UNDER NSP 2.0 – FOR THE YEAR 2016-17**

- 1. Formats for self-declaration of Income, Community & Institute verification.**
- 2. Formats to add new Colleges.**
- 3. Role of Colleges**
  - a) Procedure to take USER ID & PASSWORD**
  - b) Configuration of Institutes**
  - c) Addition of Courses**
  - d) Verification of online applications submitted by their students & forwarding the same to the next level.**
- 4. List of Minority District offices with contact details and address.**



Post Matric

DEPARTMENT OF MINORITY WELFARE & MINISTRY OF MINORITY AFFAIRS (GOI)  
DIRECTORATE OF MINORITIES

20<sup>th</sup> Floor, V.V. Towers, Dr. B.R. Ambedkar Veedhi, Bengaluru. Website: [www.gokdom.kar.nic.in](http://www.gokdom.kar.nic.in)

Merit Cum Means  
(Top Class)

**NOTIFICATION**

Post Matric & Merit Cum Means (Top Class) Scholarship for Fresh & Renewal 2016-17 Applications are invited from

**Muslims / Christians / Jains / Sikhs / Buddhists / Parsis**

**List of Courses for Post-Matric scholarship**

Students studying in Class XI/1st PUC, Class XII/2nd PUC, Vocational Courses – I.T./I.T.C, JOC, Polytechnic Diploma, Paramedical Diploma, D.Ed, D.Pharma, GNM, Graduation – B.A, B.Com, B.Sc, B.B.M, B.C.A, BSW, B.Ed, B.P.Ed, B.Lib.Sc, B.T.A etc., Post-Graduation – M.A, M.Sc, M.Com, MSW, M.Ed, M.P.Ed, MTA, PG Diploma, M.Phil, Ph.D, BA (LLB) from recognised colleges/institutes are eligible to apply for Post Matric Scholarship 2016-17.

**List of Courses for Merit Cum Means (Top Class) Scholarship**

Students studying in Class IIT, IIM, B.E, B.Tech, M.E, M.Tech, MCA Medicine & Paramedical – MBBS, BUMS, BAMS, BHMS, MD, BPT, MPT, BOT, MOT, BDS, MDS, B.Sc NURSING, M.Sc Nursing, Fashion Technology – B.F.Tech, M.F.Tech, Management – MBA, PGAM, PGCM, Exec-PGAM, Pharmacy – B.Pharm, M.Pharm, Architecture & Design – B.Arch, ID, BCT, PL, PGD, Hotel Management – BHM & CT, Applied Art & Craft – APD, FA, FAD, Veterinary Science – B.V.Sc & A.H, PG, Chartered Accountancy (CA), ICWA, Company Secretary (CS), Law Courses – LLB, LLM from recognised colleges/institutes are eligible to apply for Merit cum Means (Top Class) Scholarship 2016-17.

**Last date to apply for Post Matric Scholarship**

Submission of Online applications for Fresh & Renewal scholarship by students for Class XI/1st PUC, Class XII/2nd PUC.	30th September 2016
Submission of Online applications for Fresh & Renewal scholarship by students for higher education like ITs, Diploma, B.Ed, M.Phil & Ph.D etc.	31st October 2016

**Last date to apply for Merit Cum Means (Top class) Scholarship**

Submission of Online applications for Fresh & Renewal scholarship by students for Merit Cum Means (Top Class) scholarship.	31st October 2016
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**Eligibility Conditions**

- The student should have scored more than 50% marks in their previous semester/ Annual examination.
- Annual income of the students' Parents/ Guardians from all sources should not exceed
  - Rs.2.0 Lakh for Post Matric Scholarship.
  - Rs.2.5 Lakh for Merit Cum Means (Top Class) Scholarship.
- Students pursuing education through correspondence and short term courses or training are not eligible to apply for this Scholarship.
- Students of Karnataka domicile studying in other states are also eligible to apply in Karnataka.
- Students of other states studying in Karnataka are not eligible to apply from Karnataka.
- Aadhar Number Compulsory/Mandatory.

**Procedure**

**Read the following instructions carefully before filling on-line Application**

- Open Bank Account (Preferably in Nationalized Banks).
  - Open Aadhar Card compulsory.
  - Go to Bank, Link your Aadhar Number with your bank account number.
  - Go to [www.gokdom.kar.nic.in](http://www.gokdom.kar.nic.in) two lists A & B are displayed (2015-16)
    - > If your name is displayed in list A you have to apply as a Fresh/New Applicant.
    - > If your name is displayed in list B you have to apply as a Renewal Candidate using your NSP 2015-16 Permanent ID.
- Note: - For better visibility use Chrome, Firefox, Internet Explorer.

**HOW TO APPLY THROUGH ONLINE FRESH & RENEWAL (FOLLOW PROCEDURE)**

- Step 1:- Student have to apply only through online.  
Step 2:- Website <http://www.scholarships.gov.in> No other mode of Application is accepted.

Fresh	Renewal
Step 3:- Click on "New User? Register Now" button.	Step 3:- Click on "Apply for Renewal" button - it will take you the login page.
Step 4:- A new Page requesting to enter the personal data will be displayed fill all the student registration form. <ol style="list-style-type: none"> <li>After entering all required details and then Click on the "REGISTER" Button.</li> <li>"Student Registration ID" of Applicant will be displayed.(Note down the "Student Registration ID" number for further reference and enquires.)</li> <li>Click on "CONTINUE" button - it will take you to the Login Page, Login using Student Registration ID Number and Date of Birth in Format (DD/MM/YYYY).</li> </ol>	Step 4:- Login using last year permanent ID No. as user name & Date of Birth as password (DD/MM/YYYY).

- Step 5:- After login students have to enter "Below Details".
- Registration Details
  - Academic Details
  - Basic Details
    - > Enter your bank details corresponding to the Titles.
    - > Bank Account Number must be filled very carefully and re-checked as there will be no provision to amend or alter if once entered.
    - > Wrong Account Number, wrong IFSC code or wrong spelling of name will lead to rejection of application and non-receipt of scholarship amount to the student.
- Step 6:- After entering above details click on Button "SAVE & CONTINUE" to Switch on to next Page.
- Step 7:- Applicant is directed to see the next page for "CONTACT DETAILS & SCHEME DETAILS".
- > Enter your contact details.
  - > Based on eligibility criteria of the students, schemes will be displayed.
  - > Select "POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS" for Post Matric courses.
- Note: - Uploading of documents is NOT MANDATORY for Post Matric.
- > Select "MERIT CUM MEANS (TOP CLASS) SCHOLARSHIP SCHEMES MINORITIES CS" for Merit Cum Means (Top Class) courses.
- Note: - Uploading of documents is MANDATORY Only for Merit Cum Means (Top Class).
- Step 8:- Re-check all your entries before Finally Submitting the application, as there will be no provision to amend or alter it thereafter.
- Step 9:- After final submission take a print out of filled-in application for your own reference and as an acknowledgement.

<p>Step 10:- Submit the printout of filled in application along with Xerox copies of the following to your District officer for Minorities (Studying College/ College District).</p> <p>Note: - District office address &amp; Phone Numbers displayed on website.</p> <ol style="list-style-type: none"> <li>Marks Cards: -           <ol style="list-style-type: none"> <li>Previous year/Sem Mark Card.</li> <li>Previous Course Marks Card.</li> </ol> </li> <li>Fee Receipts.</li> <li>Declarations: -           <ol style="list-style-type: none"> <li>Institute Verification Form.</li> <li>Self-Declaration of Income Certificate by the Student.</li> <li>Self-Declaration of Minority Community Certificate by the Students</li> </ol> </li> </ol> <p>Note: - Formats of a, b &amp; c are available on website.</p> <ol style="list-style-type: none"> <li>Proof of bank account in the name of student (1st page scan copy of bank passbook).</li> <li>Aadhar Card (Mandatory)</li> <li>Passport size 2 Photos.</li> <li>Domicile Certificate, (Aadhar, Election ID, Ration Card, Driving Licence.)</li> </ol>
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For further detail instructions and procedure please visit Minority Directorate's Official website: [www.gokdom.kar.nic.in](http://www.gokdom.kar.nic.in)

Date : 20.08.2016  
Place : Bengaluru

**AKRAM PASHA, K.A.S.**  
Director, Directorate of Minorities

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

### **For Students –**

- Applicants are advised to go through the Information Bulletin carefully and acquaint themselves with all requirements in respect to fill-up online 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 fulfills 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

## **INSTITUTION VERIFICATION FORM**

**Verification/information to be furnished by the Head of institution/college:**

It is certified that the information provided below by \_\_\_\_\_ who is admitted in \_\_\_\_\_ course for the academic session \_\_\_\_\_ in \_\_\_\_\_ is correct as per the records/documents verified with a copy of it maintained in institution/college, He/ She is a hosteller/day scholar of the college.

**Last year marks details:**

**Fee details current year:**

In case the information filled in these columns is not correct, then the institute should indicate that separately.

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**For Renewal of Scholarship:**

It is certified that the student has not changed the course of study and/or the institution of the study for which the scholarship was originally awarded /has changed the course of study and/or institution with prior approval of the state government (Please strike out which is not applicable).

**Date:** \_\_\_\_\_ **Signature of the head of the institution/college**

**Place:** \_\_\_\_\_ **with official seal**

**Note:**

- (i) The verification by institution is mandatory for consideration of the application.
- (ii) Students are directed to take the print out of '*Institution Verification Form*' get it verified by their institution, in order to apply for minority scholarship.

**SELF DECLARATION OF MINORITY COMMUNITY BY STUDENT FOR POST MATRIC /  
MERIT CUM MEANS (TOP CLASS) BASED SCHOLARSHIP SCHEME**

—————

Proforma for declaration of Minority Community to be uploaded along with the mandatory documents for claiming scholarship.

**DECLARATION**

I, \_\_\_\_\_ Son/Daughter/ward of \_\_\_\_\_  
hereby declare that I belong to the \_\_\_\_\_  
(Muslims/Sikhs/Christians/Buddhists/Jains and Zoroastrians (Parsis) which is a notified minority  
community as per Section 2(c) of National Commission for Minorities Act, 1992).

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Candidate: \_\_\_\_\_

Name of Candidate: \_\_\_\_\_

Directorate of Minorities  
Bangalore

**SELF DECLARATION OF FAMILY INCOME UNDER POST MATRIC SCHOLARSHIP  
(CLASS XI AND ABOVE) / MERIT CUM MEANS (TOP CLASS) SCHOLARSHIP  
SCHEME OF MINISTRY OF MINORITY AFFAIRS, GOVERNMENT OF INDIA**

I, \_\_\_\_\_ Son/Daughter/of \_\_\_\_\_

Resident of (full address) \_\_\_\_\_

do hereby solemnly affirm and declare as under :-

- a) That I am citizen of India.
  - b) That annual income of my family from all sources is Rs .....(in words also) .....
  - c) I declare that my father/mother/both\* is/are earning Member(s) in my family.
2. I certify that the above information given by me is true.
3. In case this information furnished by me is found false, the financial assistance awarded to me may be recovered with penal interest and I will be liable to a legal action against me in accordance with law.

Signature of Candidate: \_\_\_\_\_

Name of Candidate: \_\_\_\_\_

Name of School/Institution: \_\_\_\_\_

Enrollment No. in the School/Institution: \_\_\_\_\_

Academic Year: \_\_\_\_\_

\*Strike off the non-applicable part in the underlined clause above.

**Format for Registration (Adding) of Colleges/Institutes under Post Matric & Merit Cum Means - National Scholarship Portal (2.0) 2016-17**

To,  
The Director,  
Directorate of Minorities  
20<sup>th</sup> floor Dr B.R Ambedkar Veedhi  
V.V Tower Bangalore-560001.

**Sub: Registration of Colleges/Institutes Regarding.**

I, The Principal of \_\_\_\_\_ hereby submit that our College/Institute is not registered in National Scholarship Portal for the students to apply for scholarship.

I therefore submit the following details in the Performa for taking suitable action and to register the name of our College/Institute.

<b>INSTITUTE DETAILS</b>	
<b>Institute Name*</b>	
<b>DISE/AISHE Code*</b>	
<b>Institute Nature*</b>	<input type="checkbox"/> GOVERNMENT INSTITUTES <input type="checkbox"/> PUBLIC TRUST <input type="checkbox"/> PRIVATE <input type="checkbox"/> AIDED <input type="checkbox"/> PRIVATE TRUST
<b>Board State*</b>	
<b>Board/University Name*</b>	
<b>Course Level Offered*</b>	<input type="checkbox"/> HSC/INTERMEDIATE [12TH] PUC/EQUIVALENT <input type="checkbox"/> DEGREE/GRADUATE/UNDER GRADUATE/INTERGRATED <input type="checkbox"/> POSTGRADUATION <input type="checkbox"/> DOCTORATE/M.PHIL/P. HD <input type="checkbox"/> CERTIFICATE <input type="checkbox"/> TEACHER TRAININGS <input type="checkbox"/> POLYTECHNIC <input type="checkbox"/> DIPLOMA (OTHER THAN POLYTECHNIC) <input type="checkbox"/> I.T.I <input type="checkbox"/> PG DIPLOMA

Institute Address*	
Institute State*	KARNATAKA
Institution District*	
Institution Taluk/Block*	
Institute Pincode*	
Institute Tin No	
Institute Tan No	
<b>CONTACT PERSON DETAILS</b>	
Name*	
Mobile No*	
Phone	
E-mail*	
<b>BANK DETAILS</b>	
Bank Name	
Branch Name	
Bank Account Number	
IFSC Code	
Registration Certificate*	<b>ENCLOSE WITH THIS FORMAT</b>

**Date:**

**Place:**

**Principal  
Seal and Signature**

**Note: - Send Scanned copy of the above format through e-Mail to**

➤ **The Directorate of Minorities – [gokdomnsp@gmail.com](mailto:gokdomnsp@gmail.com)**

or

➤ **The respective District Minority Office.**

(For District Minority Office e-Mail IDs – refer next page)



**PROCEDURE FOR CONFIGURATION OF INSTITUTES & VERIFICATION OF ONLINE APPLICATIONS BY INSTITUTES UNDER NSP 2.0**  
**ROLE OF COLLEGES**

**Procedure to take USER ID & PASSWORD**

**INSTRUCTION TO INSTITUTES/COLLEGES**

(if you do not have username & password follow the procedure)

- Go to District Minority office & register institute mobile number for creating institute user name and password.
- Institute user name and password will be sent on registered mobile number by district minority office.

**Configuration of Institutes**

- Keep in hand ready scan copy of your institute registration certificate for configuration of institute under NSP 2.0.

1. Visit website:<http://scholarships.gov.in/>

The screenshot shows the homepage of the National Scholarship Portal (NSP). At the top, there is a navigation bar with the URL <http://scholarships.gov.in/> and a home button. Below the navigation bar, there is a banner with the text: "Last date of Registration/Submission has been extended upto 30 September 2016." and "2016 are Eligible to Apply Scholarship under 'CENTRAL SECTOR SCHEME OF SCHOLARSHIPS FOR COLLEGE AND UNIVERSITY STUDENTS'. Please Register and Apply. Now you".

The main content area features four statistics cards:

- Ministries** (Departments/Councils): 16
- Registered** (Schemes): 18
- Registered** (Universities/Boards/Institutions): 1617084
- Total** (Registrations): Fresh : 6837263, Renewal : 5489011

Below the statistics, there is a sidebar on the left with a "Helpdesk" section and a "Official Login - Current Session" section. The "Official Login" section includes links for Institute Login, District Login, State Login, and Ministry Login. The "Academic Year 2015 - 2016" is also displayed.

The main content area displays a table of "On-Board Schemes" with columns for scheme name, status, and guidelines. The table is organized into sections based on the Ministry or Department (M/O).

W/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	Opening Soon	Guidelines


D/o Empowerment of Persons with Disabilities		
Pre-matric Scholarship for Persons with Disabilities	Opened	Guidelines
Post-matric Scholarship for Persons with Disabilities	Opened	Guidelines
Scholarships for Top Class Education for students with disabilities.	Opened	Guidelines
National Fellowship for Persons with Disabilities	Opening Soon	Guidelines

2. Login to the Institute Account by using your institute USER NAME & PASSWORD here.

## Login for Institute

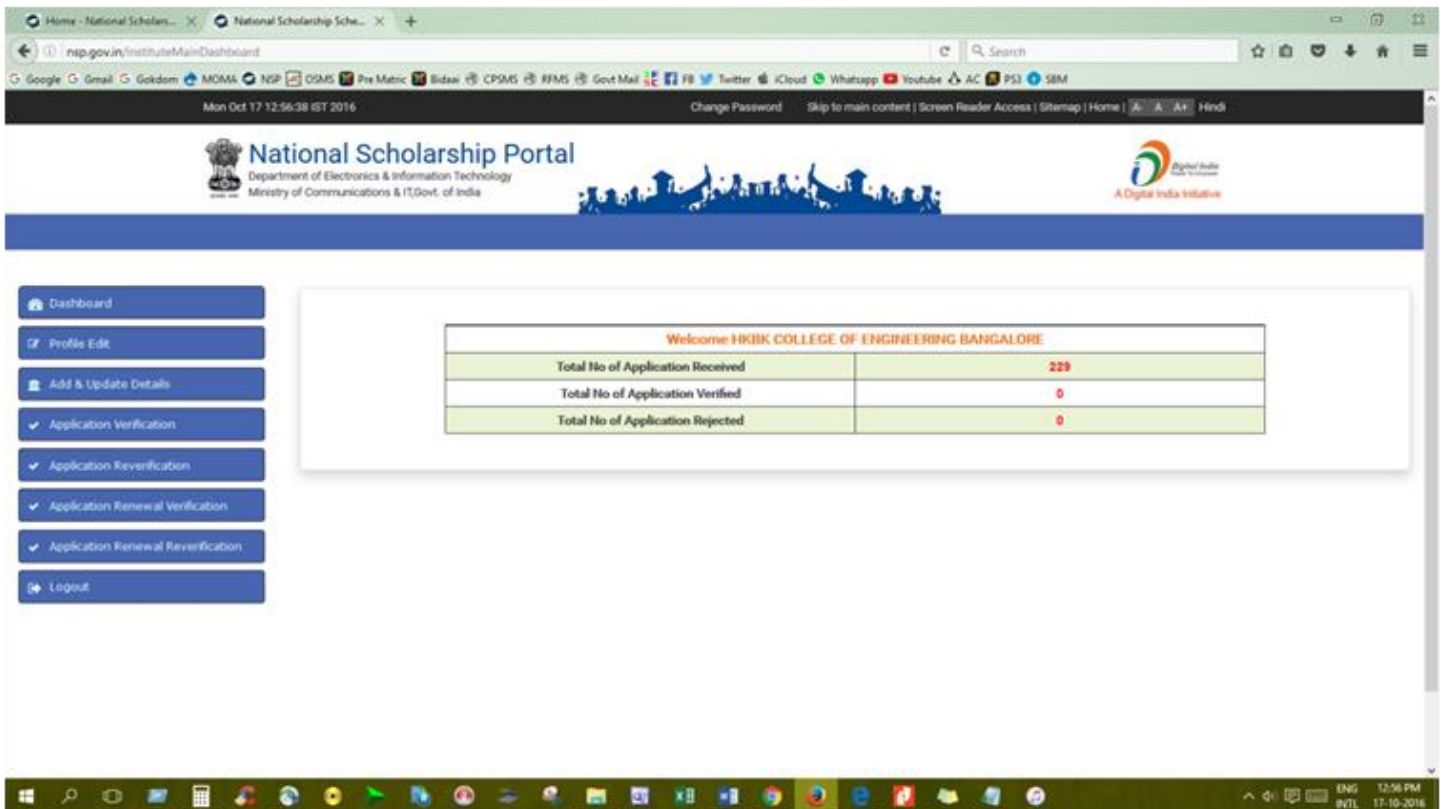
User Id and Password are same as last year User Id and Password

**3 19 5**



Can't See? Click on Refresh Button.

3. Welcome to Dashboard



The screenshot shows the National Scholarship Portal dashboard. The page header includes the portal name, department, and ministry. A sidebar on the left contains navigation options like Dashboard, Profile Edit, Add & Update Details, and various verification steps. The main content area displays a welcome message for HKIBK College of Engineering Bangalore and a table with application statistics.

Welcome HKIBK COLLEGE OF ENGINEERING BANGALORE	
Total No of Application Received	229
Total No of Application Verified	0
Total No of Application Rejected	0

#### 4. Click 'Profile Edit' on Dashboard

This page allows the Institute to update /edit his Profile

**Profile Edit**

Dashboard  
Profile Edit  
Add & Update Details  
Logout

**Institute Details**

Institute Name \* SKY SUN SHINE PS VIDYASHREE DISE/AISHE Code \* 29050200893  
Institute Nature \* Public Trust Board State \* KARNATAKA  
Board/University Name \* KARNATAKA SECONDARY EDUCATION EXAMINATION BI  
Course Level Offered \* Choose your option  
SCHOOL 1-4  
HSC/INTERMEDIATE [12TH]/EQUIVALENT  
DEGREE/GRADUATE/UNDER GRADUATE/INTEGRATED  
Institute Address \*  
Institute State \* KARNATAKA Institution District \* BIDAR  
Institution Taluk/Block Choose your option Institute Pincode \* 585327  
Institute Tin No Institute Tan No  
Registered Certificate \* Upload

**Contact Person Details**

Name \* Mobile No \*  
Phone E-mail \*

**Bank Details**

Branch/IFSC Bank Account No

Final Submit

**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 submit**”

Before final Submission, Institute is required to upload its ‘**Registered Certificates**’.

On clicking ‘**Upload**’ Icon, Pop-up/Dialogue box appears to upload the document.

Documents Upload

Selected File

Choose File No file chosen

Upload Now

(Size below 200kb in JPEG/PDF Format Only)

5. Once required data filled, click ‘FinalSubmit’ to view the final submission.

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

**Institute Details**

Institute Name \* SKY SUN SHINE PS VIDYASHREE DISE/AISHE Code \* 2905020893  
Institute Nature \* Public Trust Board State \* KARNATAKA  
Board/University Name \* KARNATAKA SECONDARY EDUCATION EXAMINATION BI  
Course Level Offered \* Choose your option  
SCHOOL I-X  
HSC/INTERMEDIATE [12TH]/EQUIVALENT  
DEGREE/GRADUATE/UNDER GRADUATE/INTEGRATED  
Institute Address \*  
Institute State \* KARNATAKA Institution District \* BIDAR  
Institution Taluk/Block \* Choose your option Institute Pincode \* 583327  
Institute Tin No \* Institute Tan No \*  
Registered Certificate \* Upload

**Contact Person Details**

Name \* Mobile No \*  
Phone \* E-mail \*

**Bank Details**

Branch/IFSC \* Bank Account No \*

Final Submit

This will complete the Process of Institute Profile Edit.

### Addition of Courses

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

Monday, 02 June, 2016 | 01:46 PM 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

**Dashboard**

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

**Add & Update Course Level** → Ex:HSC(PUC),UG,PG, etc.,

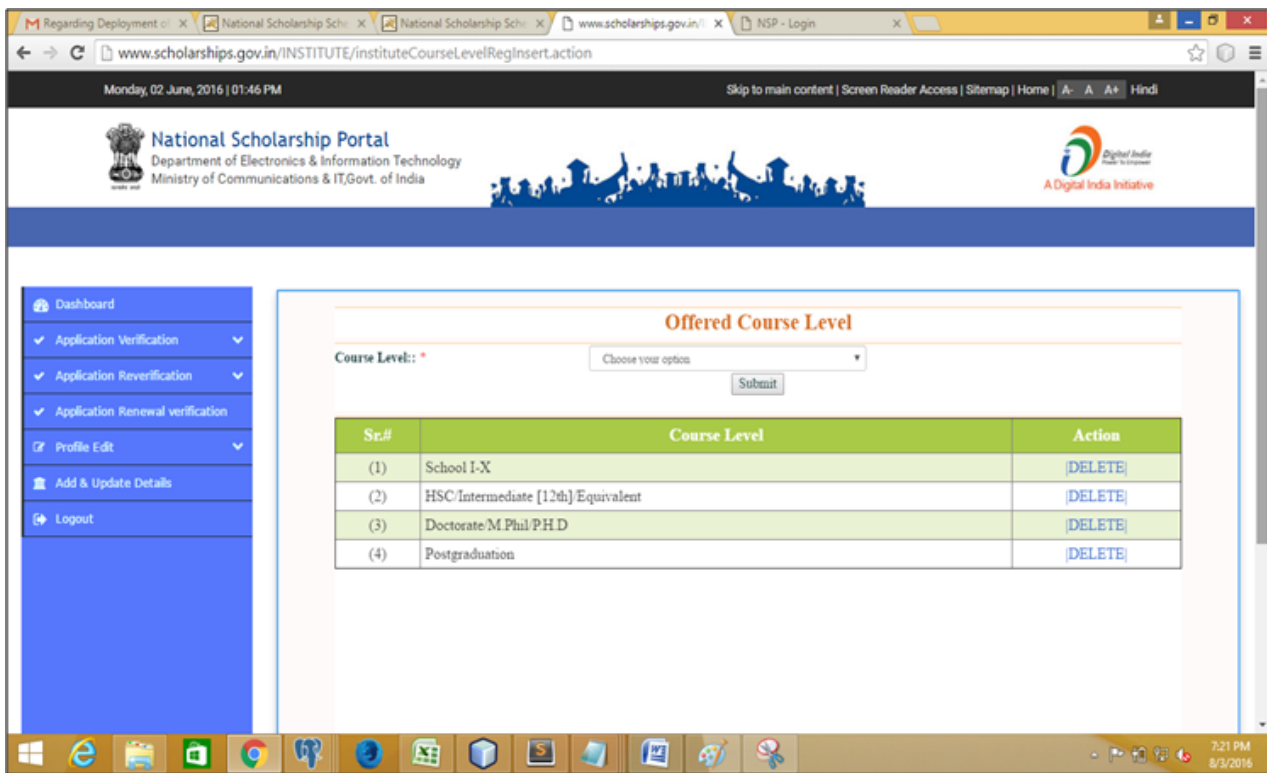
**Add & Update Course** → ExBA, BE, BSc, BCA, etc.,

**Add & Update Fee**

7. On clicking 'Add and UpdateDetails', user is allowed to update the following details;

- a) Add & Update Course level
- b) Add & Update Course
- c) Add & Update Fee

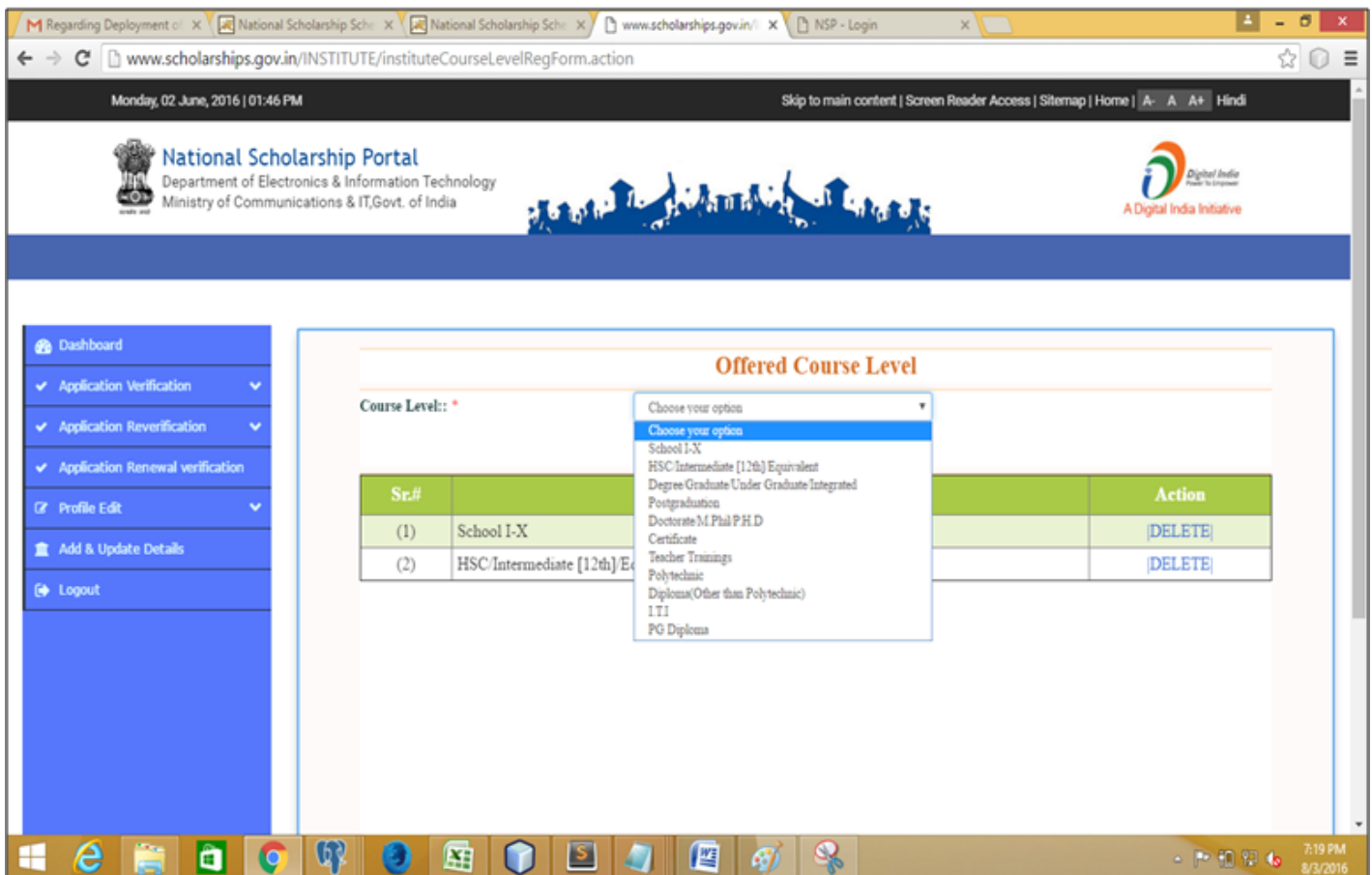
8. On clicking 'Add & Update Course level Option', page appears highlighting



## Offered Course Level

This allows the Institute to add and update new & additional Course Levels

9. On clicking Course Level option in dropdown, Menu bar appears highlighting Course Levels





**12. Explain with Example:** On selecting **Postgraduate** option from **Course level**, ‘Add and Update Course’ option facilitates user to choose suitable Courses & add the same.

The screenshot shows the National Scholarship Portal interface. The page title is "Offered Course". The "Course Level" dropdown is set to "Postgraduation". The "Course" dropdown is open, showing a list of options including various Doctor of Medicine (MD) specialties and Master of Law (M.A.) programs. A table below the dropdown shows the duration and action for each selected course.

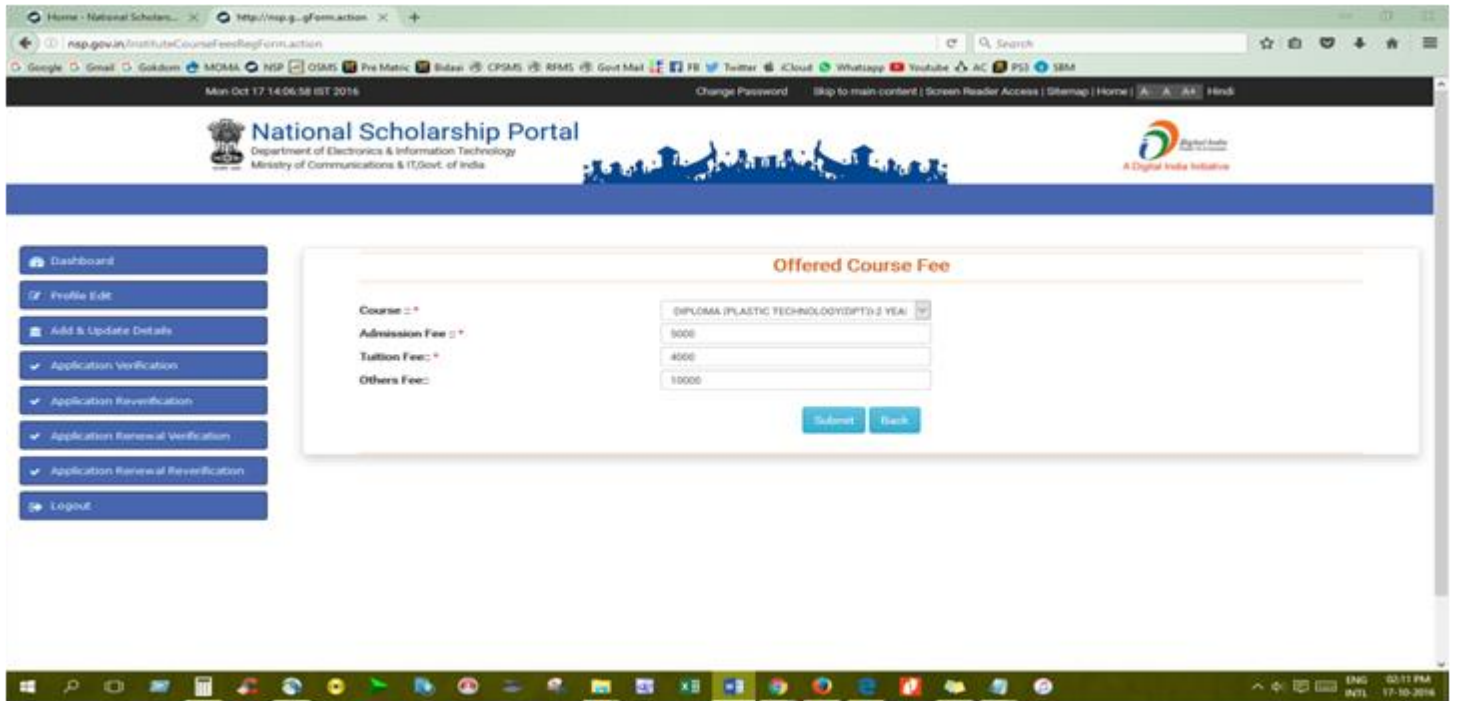
Duration	Action
1	<a href="#">DELETE</a>
1	<a href="#">DELETE</a>
1	<a href="#">DELETE</a>
1	<a href="#">DELETE</a>
1	<a href="#">DELETE</a>
1	<a href="#">DELETE</a>

**13. Explain with Example:** After selecting suitable courses from dropdown menu, a page appears with selected courses.

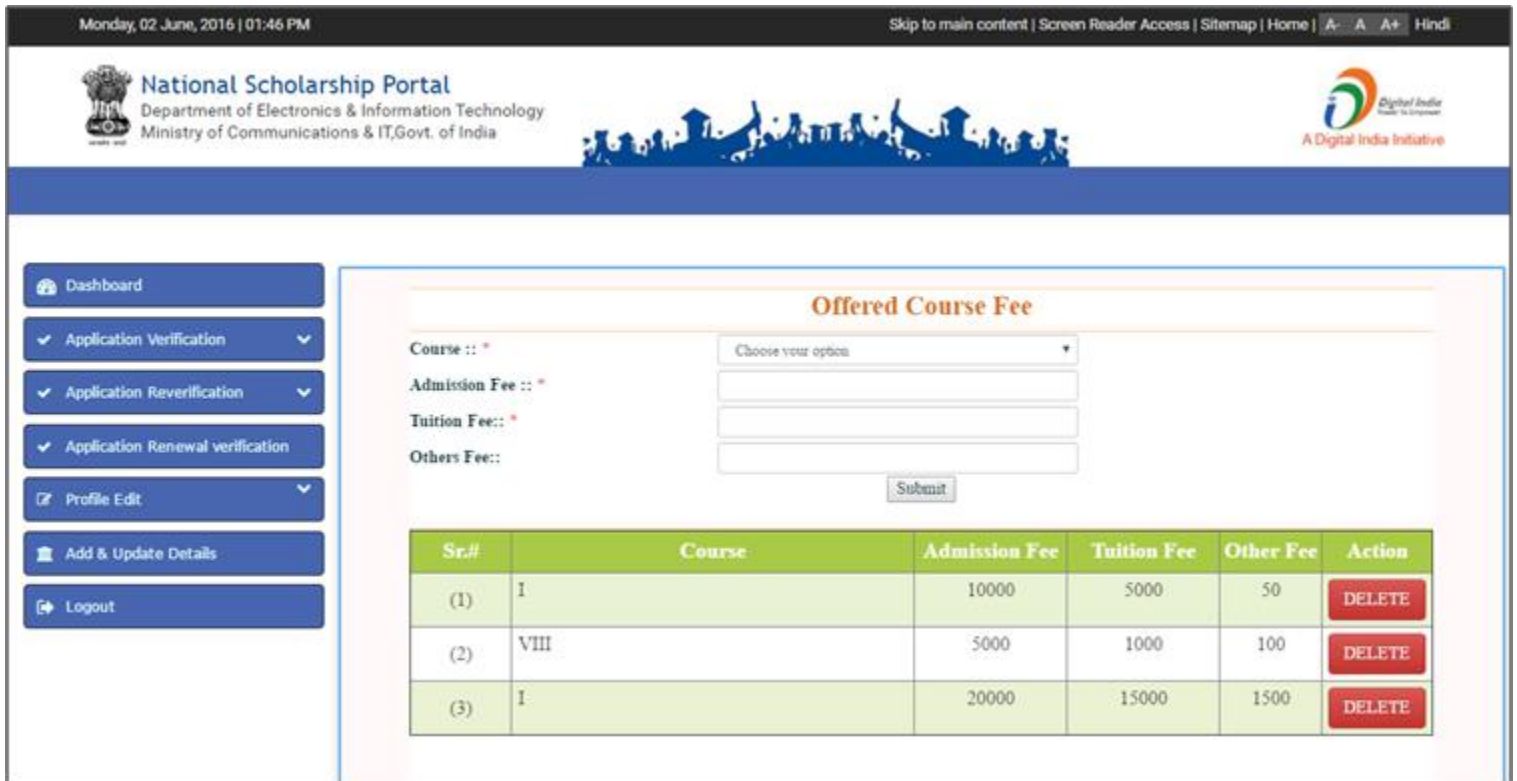
The screenshot shows the National Scholarship Portal interface. The page title is "Offered Course". The "Course Level" and "Course" dropdowns are both set to "Choose your option". A "Submit" button is visible. Below the form, a table displays the selected courses with their serial numbers, durations, and delete actions.

Sr.#	Course	Duration	Action
(1)	V	1	<a href="#">DELETE</a>
(2)	VI	1	<a href="#">DELETE</a>
(3)	VII	1	<a href="#">DELETE</a>
(4)	VIII	1	<a href="#">DELETE</a>
(5)	IX	1	<a href="#">DELETE</a>
(6)	X	1	<a href="#">DELETE</a>
(7)	DOCTOR OF MEDICINE(PHARMACY) -6 YEARS	6	<a href="#">DELETE</a>

14. After successfully completion of updating courses, click ‘Add & Update Fee’ to add value, Go to “Add & Update details” page & click on Add & Update fee” and enter values/Fees.



15. After adding Courses fees, click ‘Submit’



**This will complete the Institute ‘Add & Update Details’ Option For the National Scholarship Portal 2.0**



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

**Verification of online applications submitted by their students & forwarding the same to the next level.**

The screenshot shows the 'Applicant Verification' interface on the National Scholarship Portal. The page header includes the portal's name and logo. A navigation menu on the left has 'Application Verification' highlighted. The main content area features a search filter with dropdowns for 'Academic year', 'Course', 'Scheme', and 'Category', followed by a 'Search' button. Below the filter, a table displays 530 applicants. The table has columns for 'Sr. #', 'Application Id', 'Name/Father's Name', 'Mobile', 'Course Name', 'Name of Scheme', and 'View Details'. Each row includes a 'Select All' checkbox and a 'View Details' button. At the bottom of the table are 'Verify', 'Reject', and 'Defect' buttons.

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View Details
1	UP201617000078385	SAKILA YASMIN / KURBAN ALI	9609975211	VI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
2	WB201617000020602	AL IMRAN RONI / GOLAM RABBANI	7278337681	X	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
3	WB201617000021972	JAMAN / AHMED	9733366909	XI	POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS	<input type="checkbox"/>	<a href="#">View Details</a>
4	WB201617000022175	SOMA SARMIN / SARIFUL ISLAM	8670417430	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
5	WB201617000022398	SABNUR KHATUN / SAMIDUR RAHAMAN	7872550577	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
6	WB201617000022356	SAKIL RANA / FAJJADDIN AHAMMAD	9735751173	V	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
524	WB201617000187472	ABUL KALAM / JAHANGIR ALAM	7872284257	VII	SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
525	WB201617000187787	KASMIRA PARVIN / ABUL KALAM	9733213436	VIII	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
526	WB201617000189309	LAKSARINA PABHIN / MOKSED ALI	7872101551	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
527	WB201617000189458	beyy sultana / anowar hossen	9564486399	V	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
528	WB201617000191154	LIPYARA PARVEEN / ABUL KALAM AZAD	9733395944	VI	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
529	WB201617000194518	SARMINA PARVIN / ABBAS ALI	7407770021	X	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>
530	WB201617000195346	ARIF HOSSAIN / MASTAFIJUR RAHAMAN	8768729541	IX	PRE MATRIC SCHOLARSHIPS FOR MINORITY	<input type="checkbox"/>	<a href="#">View Details</a>

**Note:** On clicking 'Application Verification' Icon Verification Screen will appear 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 facilitates user to filter the Applicants via Scheme wise/Academic year, Course/Category wise.

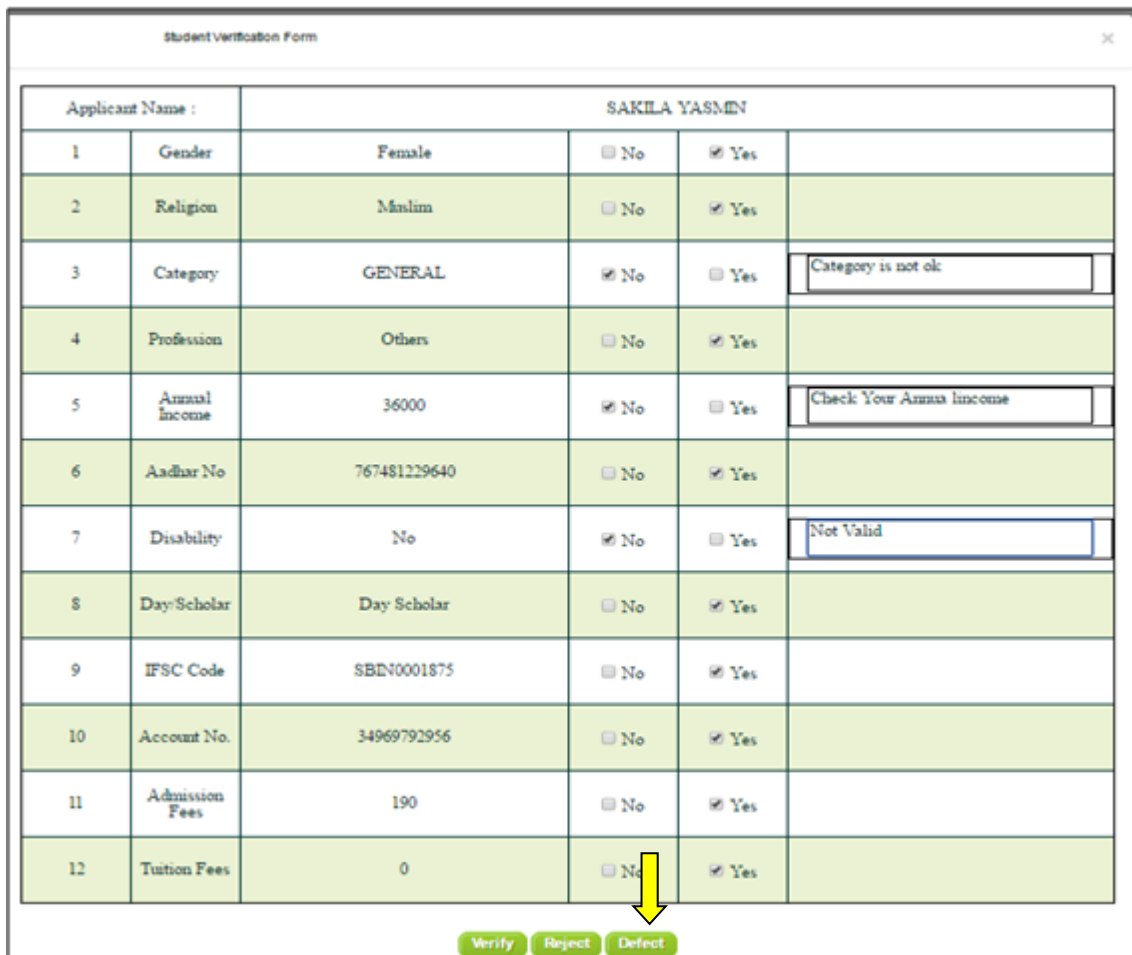
**Click on view details of each student to verify, reject & defect as below**

- Click on "Verify" button to approve & forward the application to next level
- Click on "Reject" button to reject application if he is not eligible.
- Click on "Defect" button to send back the application to student for correction by adding remarks.

17. Click on “View Details” button of individual student to verify the details, after verification click on **verify** button to approves & forward the application to next level.



➤ If you find any information pending from applicant then **add remarks by clicking on checkbox** against the pendency field as shown in the below figure to send back application to student for correction by clicking on “**Defect**” button.



➤ For “Defect” applications

- After successfully adding value and comments, the form goes back to the Applicant for correction and will not be shown in Verification Page for institution.
- Students can only edit the following fields as shown in the below fig.

### Registration Details

<b>State of Domicile *</b> KARNATAKA		<b>Scholarship Category *</b> Pre Matric	
<b>Name of Student *</b> NOOR JAHAN	<b>Date of Birth *</b> 02/02/2000	<b>Gender *</b> Female	<b>Religion *</b> Muslim
<b>Community/Category *</b> GENERAL	<b>Fathers Name *</b> BADE KASIM SAB	<b>Mothers Name *</b> SAAHEERABEE	<b>Annual Family Income *</b> 15000
<b>Aadhar Number *</b> 990843004938	<b>Mobile Number *</b> 9686419067	<b>Email Id</b> gokdom@gmail.com	<b>Day Scholar/Hosteler *</b> Day Scholar

### Academic Details

<b>Select your Institute</b> GOVT URDU HIGH SCHOOL	<b>Present Class/Course *</b> X	<b>Class Start Date *</b> 01/06/2016
<b>Mode of Study *</b> Regular/Full Time	<b>Previous Class/Course *</b> IX	<b>Previous Passing Year *</b> 2015
<b>Competitive Exam Qualified</b> Choose your Option	<b>Competitive Exam Year</b>	<b>Competitive Exam Score</b>
<b>Admission Fee *</b> 5000	<b>Tuition Fee *</b> 6000	<b>Misc. Fee *</b> 1500
<b>Previous Class/(%) *</b> 54.0		

### Basic Details

<b>Is Orphan *</b> No	<b>Is Disabled *</b> No	<b>Type of Disability *</b> Choose your option	<b>% of Disability *</b> 0
<b>Marital Status *</b> Un Married	<b>Parents Profession *</b> Others	<b>IFSC Code *</b> SYNB0000607	<b>Bank Account Number *</b> 06072210040124

[Save & Continue](#)

### Contact Details

<b>State *</b> KARNATAKA	<b>District *</b> RAMANAGARA	<b>Block/Taluk *</b> Ramanagara
<b>House No./Street No.etc *</b> #317,ward no 22, Beedi Colony, Ziyaula Nagar, Ramanagar		<b>Pincode *</b> 562159

### Scheme Details

SNO	Select the Scheme to Apply
1	POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS

### Upload Documents

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

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

- Once correction done by Applicant, Application form will re-appear for Re-verification.
- User re-verifies the corrected application & forward the same to next level.
- For not eligible students click on “Reject button” to reject his application.

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	

This will complete the Verification process of Applications by Institute for National Scholarship Portal 2.0

18. For ‘Re-verification’ of defect applications click on ‘Re-verification’ icon from Dashboard, the page appears with data displaying form for re-verification.

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Dashboard

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### Applicant Reverification

Course	Scheme	Category
Choose your option	Choose your option	Choose your option

Search

(2)

Sr. #	Application Id	Name/Father's Name	Mobile	Course Name	Name of Scheme	Select All	View
1	TN201617000006436	KALAIYANAN / 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

19. On clicking view details icons of particular Applicant details, user can view his corrected form & follow the same procedure for verification as mention in the above steps.

Student Reverification Form

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

Buttons: Verify, Reject, Defect, Close

20. For verification of renewal students click on “Applicant Renewal Verification” the page appears highlighting application for renewals applied by previous session Applicants.

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Applicant Renewal Verification

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

Search


(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

21. On clicking “view details” icon of particular Applicant details, user can view his form & follow the same procedure as in application verification.

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### Student Renewal verification Form

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	

VerifyRejectDefect

Close