

**FREQUENTLY ASKED QUESTIONS TO HELP/SIMPLIFY ONLINE  
SUBMISSION OF APPLICATIONS UNDER POST MATRIC AND  
MERIT CUM MEANS BASED SCHOLARSHIP SCHEMES**

**(Updated as on 28.05.2015)**

**Q.No. 1. Who are eligible to apply for Post Matric and Merit-cum Means based Scholarship Schemes?**

Ans: Students belonging to notified minority communities viz. Muslim/Christian/Sikh/Buddhist/Jain/Parsi (Zoroastrian) studying in India only and fulfilling the Scheme guidelines are eligible to apply for these scholarships.

**Q.No.2. What is the last date for submitting applications online?**

Answer: ***For Merit cum Means based Scholarship:*** In case of ***Fresh*** Scholarships for the year 2015-16, students can apply online from **01.06.2015** to midnight of **30.9.2015**.

In case of ***Renewal*** scholarships students can apply online from **01.06.2015** to midnight of **15.11.2015**.

***For Post Matric Scholarship:*** In case of ***Fresh*** scholarships for the year 2015-16 students can apply online from **01.06.2015** to midnight of **15.9.2015**.

In case of ***Renewal*** scholarships students can apply from **01.06.2015** to midnight of **10.10.2015**.

**Q.No. 3. How can I apply online for scholarship?**

Answer: The Post Matric and Merit cum Means based Scholarship Schemes are online Schemes. In order to apply online please visit the website through URL [www.scholarships.gov.in](http://www.scholarships.gov.in) link to the site is also provided in the website of the Ministry of Minority Affairs, i.e. [www.minorityaffairs.gov.in](http://www.minorityaffairs.gov.in).

**Q.No.4. How to submit the online application**

Answer: Applying procedures under Post Matric and Merit cum Means based Scholarship Schemes for both Fresh and Renewal are given below:

**Fresh:**

For registration, go through the option “**Student login**” on the home page of **National Scholarship Portal** then click on “**New User**” button. Thereafter the system will instruct the applicant to fill up the application

in five different tabs i.e. PERSONAL DETAILS, ACADEMIC DETAILS, SCHEME DETAILS, BANK DETAILS and CONTACT DETAILS. Students have to submit the application accordingly. After submitting, the “**Permanent Id** will be generated. Student should memorize the PID which will be required to open the submitted application at any stage.

**Renewal:**

Renewal Students have to apply with their **Permanent id** which they got previous year (i.e. 2014-15). Students must enter their Permanent Id by clicking the option **Student Login** on the home page, then have to click on ‘**Login**’ button to apply for renewal.

***Note: Uploading of documents is mandatory for both Fresh and Renewal cases under Merit cum Means and Post Matric Scholarship schemes. While applying for scholarship, students must upload the required documents as per the instructions.***

**The list of documents to be uploaded for both Fresh & Renewal Scholarships under Post Matric & Merit cum Means is as under:**

1. Institution Verification Form. *(Mandatory)*
2. Income Certificate issued by an authorized Officer in the State/UT - *(Mandatory)*
3. Declaration of the Student. *(Mandatory)*
4. Religion Certificate. *(Mandatory)*
5. **(i) In case of Fresh:** Self-Attested Certificate of **Last Board Exam Passed** as filled in the Form. *(Mandatory)*.  
**(ii) In case of Renewal:** Self-Attested **Certificate of Last Exam Passed** as filled in the Form. *(Mandatory)*
6. Fee Receipt of ‘Current Course Year’. *(Mandatory)*
7. Proof of Bank Account in the Name of the Student. *(Mandatory)*
8. Aadhaar Card *(Optional)*
9. Proof of Address *(Optional)*

***Note: Students must select their bank/branch details carefully from the drop down list. Thereafter the complete account no. must be entered correctly. If bank details entered by students are found incorrect, the scholarship amount will not be transferred, though the application is approved for scholarship.***

**Q.No.5. Can I edit the information already saved and upto what time?**

Answer: You can edit information filled by you until you **submit** the online application. To edit the application, go to the option “**Student login**”→ enter the application id then click on submit ‘**login**’ button.

**Q.No.6. Which fields I can edit?**

Answer: - You can edit all details except the details entered in “**Personal Details**” tab. It may be noted that once you click on “**Confirm and Submit**” button your application will be forwarded to the next level and then **you cannot edit further**.

**Q.No.7. Which fields in the application form are mandatory?**

Answer :- Fields provided with red asterisk(\*) mark are mandatory fields.

**Q.No.8. Do I have to fill up the online application in one sitting?**

Answer: - No. You can fill up the online application in many sittings, until you are satisfied that you have entered all desirable fields correctly. The software provides facility to save your application at every stage until you click on ‘**Confirm & submit**’ button.

**Q.No.9. What is UID number/Aadhaar Number?**

Answer: UID number otherwise known as ‘Aadhaar’ number is Unique Identification Number given by Unique Identification Authority of India (UIDAI). The Aadhaar Number should be mapped with the Bank Account in which Scholarship Amount is desired to be transferred. For this the concerned Bank may be contacted with a copy of the Aadhaar card.

**Q.No.10. Do I need to get my Aadhaar Card to apply for Scholarship?**

Answer: Aadhaar no. is optional for the Students in order to fill up the application form online. Students can also apply for Scholarship without entering the Aadhaar no. However, it is emphasized that student should enroll for Aadhaar at the earliest opportunity.

**Q.No.11. What is a Temporary ID?**

Answer: Temporary ID (TID) is only a reference number provided to the applicants as a token of their registration in the online database.

**Q.No.12. Is there any permanent ID?**

Answer: Yes. A permanent ID (PID) will be provided to the candidate once his/her application is submitted online. It will be conveyed to candidates through SMS and e-mail. Students should memorize their PID as it will be required while applying for renewal. Receipt of PID does not give itself a guarantee for award of scholarship.

**Q.No.13. What should I do if I forget my Temporary ID/Permanent ID?**

Answer: The process of re-collection of the Temporary/Permanent id is given as below:

**“Student login-->Forgot Registration Details?”** then enter the basic fields accordingly and click on the button **“Get Registration details”**.

**Q.No.14. What should I do, if I do not find my institute name in the drop-down menu?**

Answer: You should immediately approach the institute to contact with the nodal officer of the State where the institute is located. You can also approach the Nodal Officer of that State directly through e-mail under intimation to the Ministry of Minority Affairs. If your institute is an eligible institution, the State Government concerned would enter it into the database and then you can apply.

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