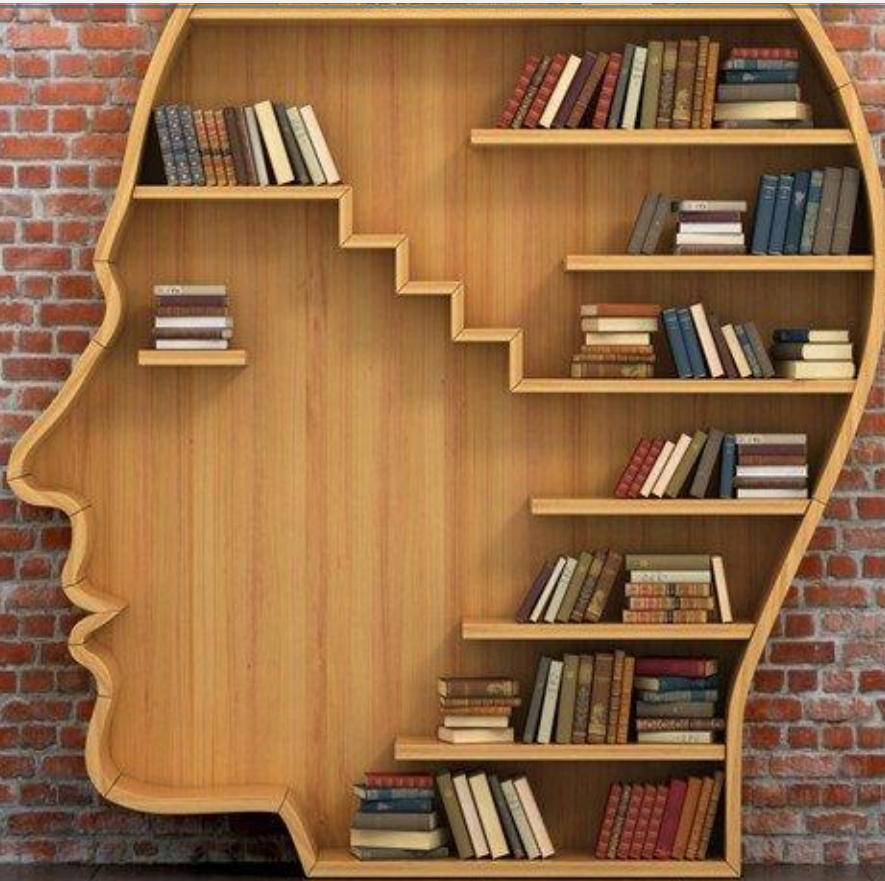




# All India Council for Technical Education (Under Ministry of HRD)



Student Help Manual for Applying  
for PG Scholarship via DBT

## Contents

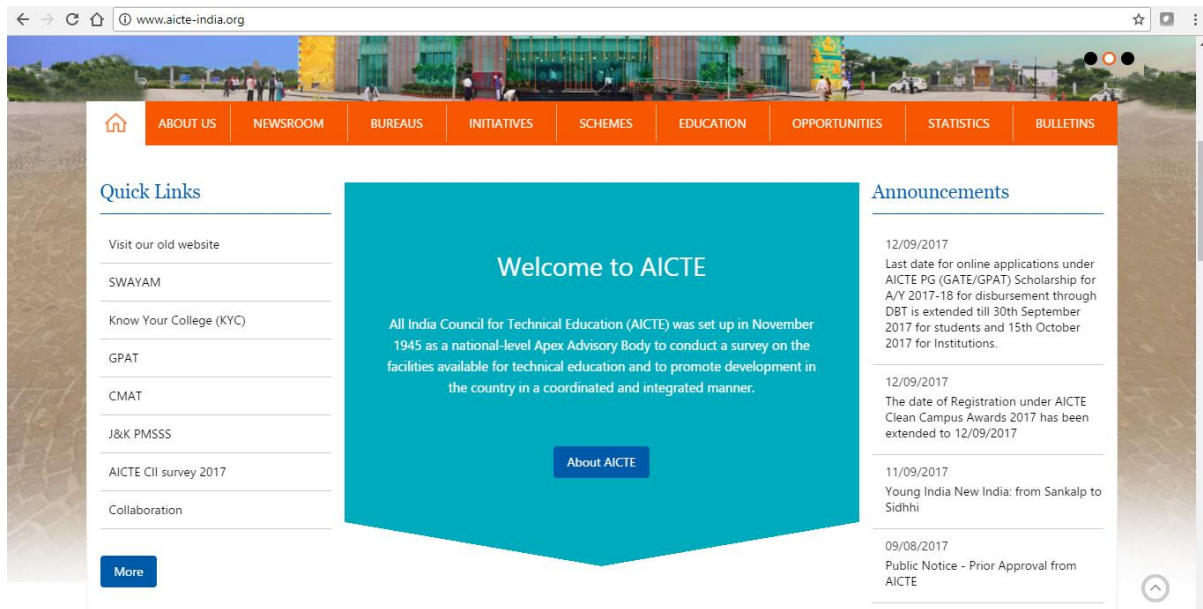
|   |                                     |
|---|-------------------------------------|
| Process Flow.....                                     | <b>Error! Bookmark not defined.</b> |
| 1 ) Open AICTE Website aicte-india.org.....           | 3                                   |
| 2) Step 1 – Get Institute Id .....                    | 6                                   |
| 3) Step 2 – Get PG Student Id .....                   | 6                                   |
| 4) Step 3(Part – 1) – Verification of Student Id..... | 7                                   |
| 5) Step 3 (Part – 2) Application for Scholarship..... | 7                                   |
| Icons for Buttons.....                                | 11                                  |

# 1 ) Open AICTE Website aicte-india.org

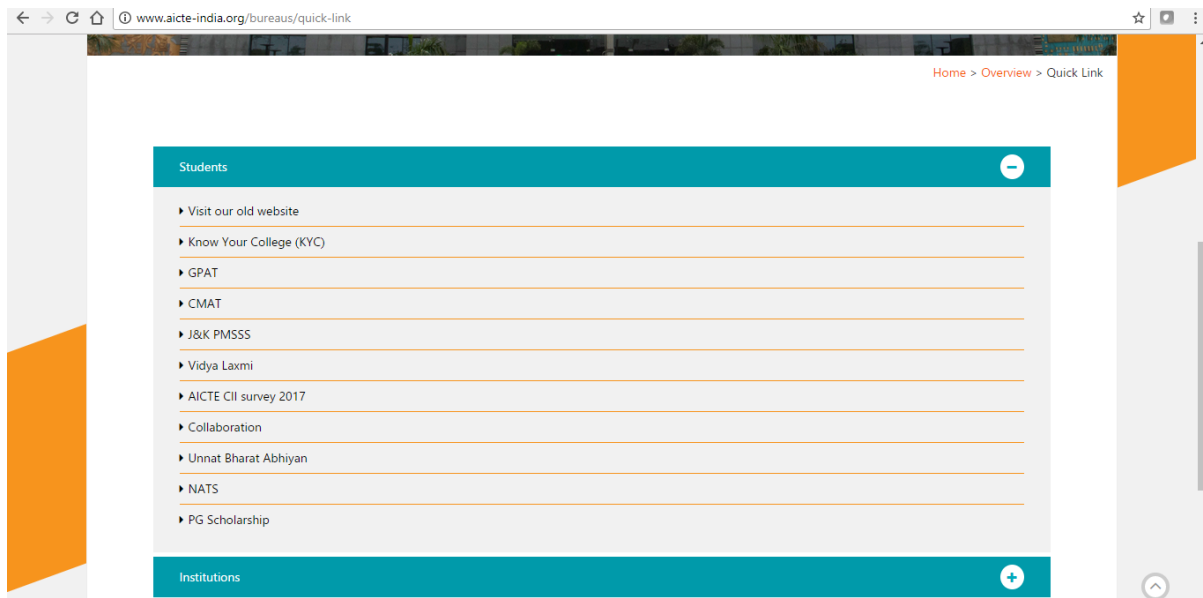
Follow the below steps to navigate to PG Scholarship tab in AICTE Website

## i) Direct Navigation Via Quicklinks:

a) Click on More in Quick Links

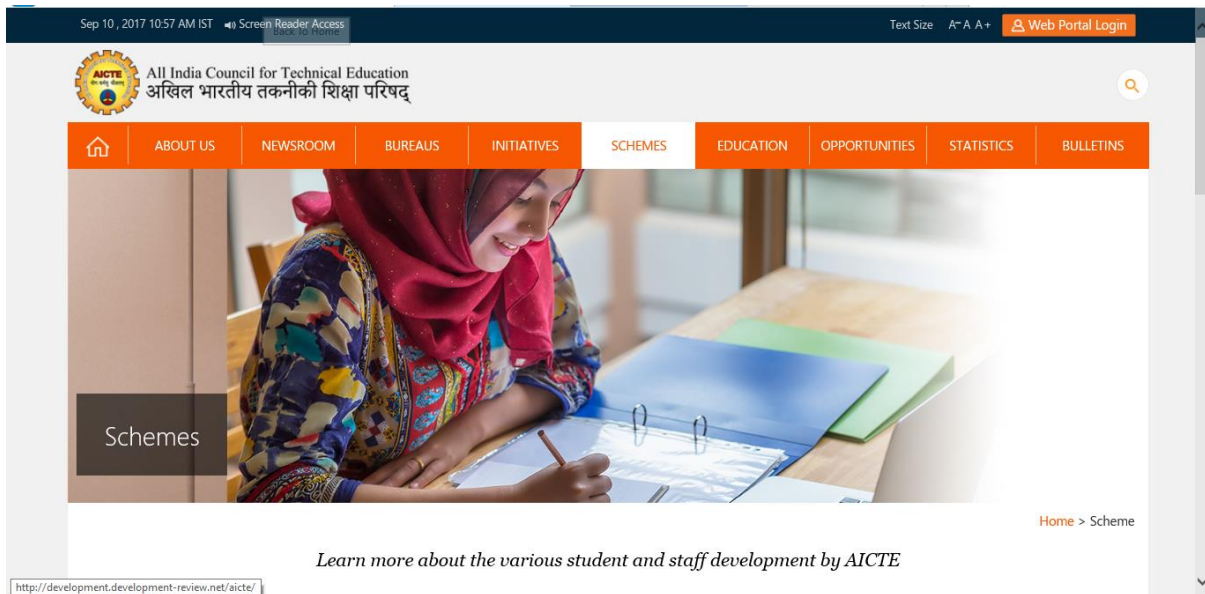


b) Then on PG Scholardip to navigate directly to Student portal Step-3



## ii) Navigation via Schemes

### a) Navigate to Schemes



Sep 10, 2017 10:57 AM IST Screen Reader Access Text Size A- A A+ Web Portal Login

**AICTE**  
All India Council for Technical Education  
अखिल भारतीय तकनीकी शिक्षा परिषद्

ABOUT US NEWSROOM BUREAUS INITIATIVES **SCHEMES** EDUCATION OPPORTUNITIES STATISTICS BULLETINS

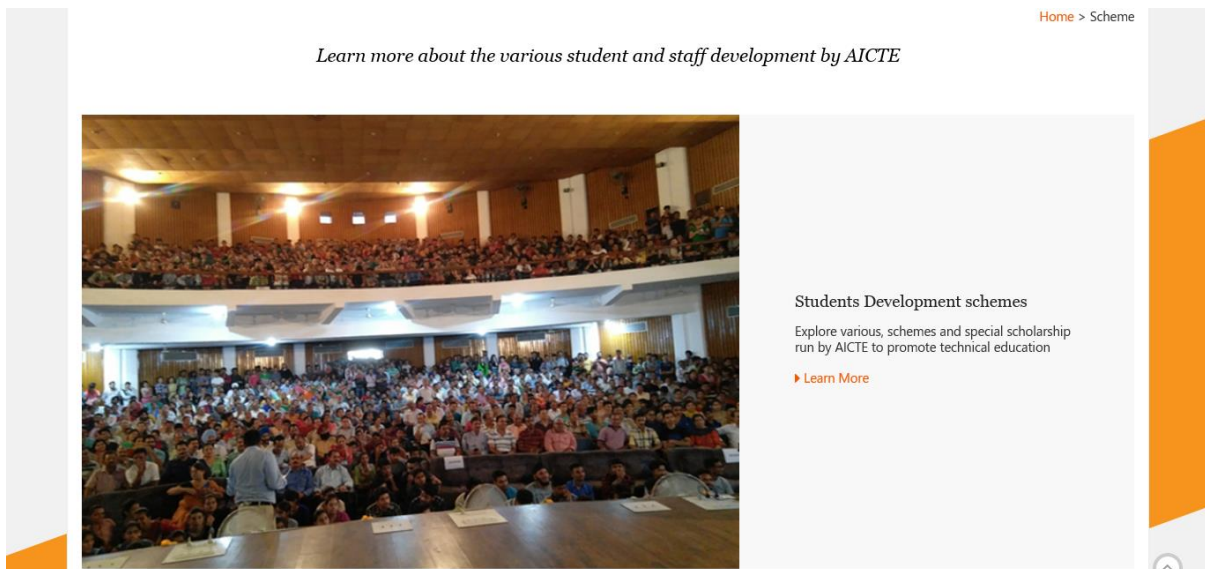
Schemes

Home > Scheme

*Learn more about the various student and staff development by AICTE*

<http://development.development-review.net/aicte/>

### b) Click on Learn More in Students Development Schemes



Home > Scheme

*Learn more about the various student and staff development by AICTE*

**Students Development schemes**  
Explore various, schemes and special scholarship run by AICTE to promote technical education

[▶ Learn More](#)

c) Click on Read More in PG Scholarship

Home > Schemes > Students Development schemes

*Explore various, schemes and special scholarship run by AICTE to promote technical education*

- STAFF DEVELOPMENT SCHEMES
- STUDENT DEVELOPMENT SCHEMES
- INSTITUTIONAL DEVELOPMENT SCHEMES
- RESEARCH & INNOVATIONS DEVELOPMENT SCHEMES

**PG SCHOLARSHIP**

Scholarship is awarded to full time GATE/GPAT qualified students admitted to M.E/ M. Tech/ M. Arch and M.Pharma courses in AICTE approved Institutions/Colleges @Rs. 12,400/- PM/ student.

[Read More](#)

**PRIME MINISTER'S SPECIAL SCHOLARSHIP SCHEME – PMSSS**

Objective of the Scheme is to build up capacities in youth of J&K, educate, enable and empowering them to compete in normal course, enhancing and boosting employment potentials in students of J&K. Total 3430 scholarship are given @ Rs. 100000/- as Maintenance Charges and academic fee as Rs. 30000/- to General Degree, Rs. 125000/- to Engineering Degree & Rs. 300000/- to Medical Degree each year.

d) Step 1, Step 2 and Step 3 to be followed as explained in following sections

Home > Schemes > Students Development schemes

- STAFF DEVELOPMENT SCHEMES
- STUDENT DEVELOPMENT SCHEMES
- INSTITUTIONAL DEVELOPMENT SCHEMES
- RESEARCH & INNOVATIONS DEVELOPMENT SCHEMES

**PG Scholarship GATE/GPAT/DBT**

Process for Students to Register on the portal with GATE Score and Bank Account details

- ▶ Actions to be taken by Students and institutes
- ▶ System Requirements for Students
- ▶ Instructions for Students
- ▶ Step 1: Get Institute ID
- ▶ Step 2: Get PG Student Id
- ▶ Step 3: PG Scholarship GATE/GPAT

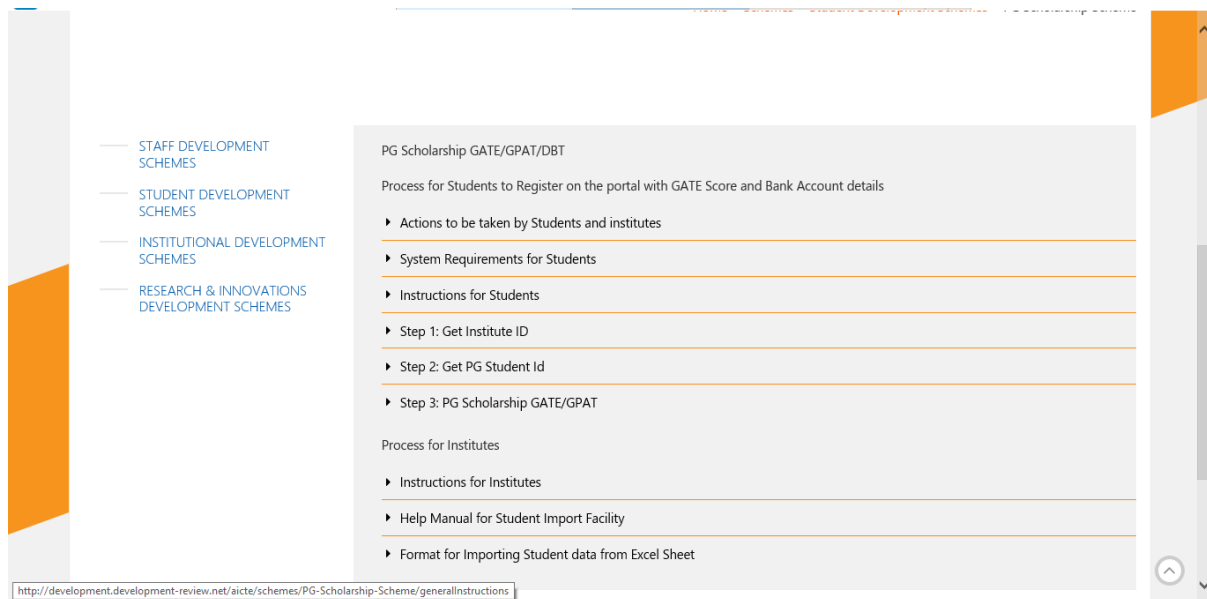
Process for Institutes

- ▶ Instructions for Institutes
- ▶ Help Manual for Student Import Facility
- ▶ Format for Importing Student data from Excel Sheet

<http://development.development-review.net/aicte/schemes/PG-Scholarship-Scheme/generalInstructions>

## 2) Step 1 – Get Institute Id

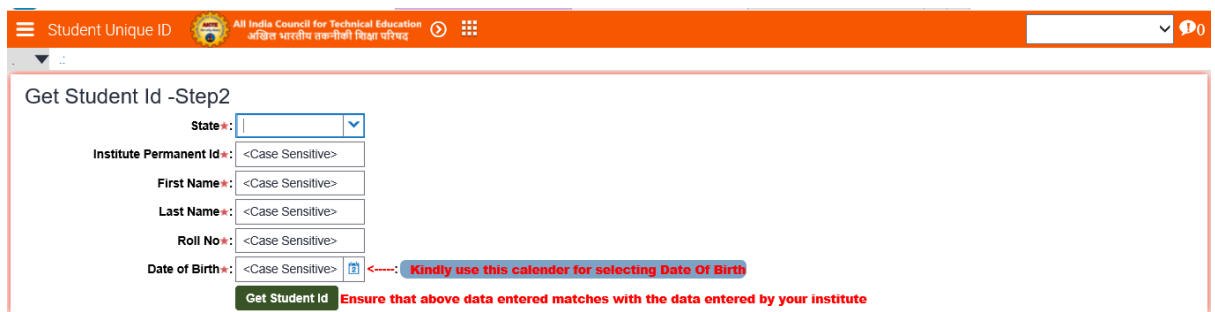
a) Click on Step-1 in website.



b) Pdf document will open. Search for your Institute Id. Save it for reference as will be required for next step.

## 3) Step 2 – Get PG Student Id

a) Click on Step 2 PG Student Id. Following window will open.

A screenshot of a web form titled 'Get Student Id -Step2'. The form is set against a white background with a red border. At the top, there is a header bar with the text 'Student Unique ID' and the AICTE logo. The form contains several input fields: 'State' (a dropdown menu), 'Institute Permanent Id' (text input), 'First Name' (text input), 'Last Name' (text input), 'Roll No' (text input), and 'Date of Birth' (text input with a calendar icon). Below the 'Date of Birth' field, there is a red text instruction: 'Kindly use this calendar for selecting Date Of Birth'. At the bottom of the form, there is a green 'Get Student Id' button and a red text instruction: 'Ensure that above data entered matches with the data entered by your institute'.

b) Enter All the Details and click on Get Student Id

One click of button student id will be displayed. Note it for future reference. It will be required in Step 3 as well.

**Note:** In case, Student ID is not displayed, the student shall contact the institute and make sure that the data entered by the institute on AICTE portal is correct. In case of variation, the institute will correct this data on AICTE portal. The student will then enter the correct data and obtain "Student ID" following the steps as above.

## 4) Step 3(Part - 1) - Verification of Student Id

Student ID Verification View Student ID Verification View.

Student ID Verification-Step3(Part1)

State\*: [Dropdown]

Institute Permanent Id\*: <Case Sensitive>

Student Id\*: <Case Sensitive>

Date of Birth\*: <Case Sensitive> [Calendar Icon] <-----: Kindly use this calendar for selecting Date Of Birth

Validate

- Enter the details to enter Step 3 (Part -2).
- Only “ENGINEERING AND TECHNOLOGY”, “ ARCHITECTURE AND TOWN PLANNING” and “PHARMACY” students with the level “Post Graduate” are eligible. If student id of any other program or level is entered, the next screen will be blank.

## 5) Step 3 (Part - 2) Application for Scholarship

- On successful validation in step 2 following screen will be displayed. Certain fields will be auto-populated.

Student Portal View Student Portal View.

Student ID Verification-Step3(Part2) 1 of 1+

Submit Application

Student ID\*: 1-12345678 Date of Admission in first year\*: 23/7/2012 Bank Beneficiary Code:

Student Status set by Institute: Data Entry Error Student Date of Birth\*: 19/8/1988 Bank Beneficiary Name:

Document Verified Status: Document verification pending Status Verified Date:

Comments: Address details are blank or incorrect Document Verified Date:

Date of Commencement: 1/7/2012 Left the course date:

Academic Year: 201

**GATE/GPAT Exam Details** **Institution Details** **Bank Details**

Exam Type\*: GPAT Institute Name: TEST Student ID Verification-Step3(Part2) Form Applet **Instructions:**

GATE/GPAT Exam Number\*: Institution Id: 1-112233 **1. Existing Normal Saving Bank**

GATE/GPAT Score- Valid From\*: State/UT: Maharashtra **2. No-Fill Account IS NOT allowed. Existing No-Fr**

GATE/GPAT Score- Valid To\*: Address of the Institute: PLOT NO 1539 **should be converted to Normal Savings Bank A**

GATE Score: **3. Closure/Shifting of Bank Account during the cot**

%Marks Obtained(GPAT)/ GPAT Score: **NOT Allowed.**

Marks Out of 100(GATE): **4. Only active Aadhaar seeded Normal Savings B**

GATE Examination Paper: **will be considered.**

Bank Name\*: SI

Bank Branch Name\*: PF

Bank IFSC Code\*: SE

Bank Account Number\*: 32

New Institute Details Student Address Details(Please edit following data

- Enter Data in the application form as explained in following steps:
  - Student will enter ‘Exam Type’, ‘GATE/GPAT Exam Number’ and ‘GATE/GPAT Score- Valid From’.
  - If the Exam Type selected by the student is ‘GATE’ , and ‘Exam Type’, ‘GATE/GPAT

Exam Number' and 'GATE/GPAT Score- Valid From' is correct following will be populated:

- 'GATE Score'
- 'Marks Out of 100(GATE)'
- 'GATE/GPAT Score- Valid To'
- 'Category as per GATE/GPAT score card'
- 'GATE Examination Paper'
- 'Student Name as per GATE/GPAT Score Card'
- 'Qualifying Marks(GATE)'

In case the details are incorrect following message will be displayed:

'Please enter valid 'GATE/GPAT Exam Number' and 'GATE/GPAT Score- Valid From''

3. If the Exam Type selected by the student is 'GPAT' , and 'Exam Type', 'GATE/GPAT Exam Number' and 'GATE/GPAT Score- Valid From' is correct following will be populated:

- '%Marks Obtained(GPAT)/GPAT Score'
- 'GATE/GPAT Score- Valid To'
- 'Category as per GATE/GPAT score card'
- 'Student Name as per GATE/GPAT Score Card'
- 'Qualifying Marks(GPAT)'

In case the details are incorrect following message will be displayed:

'Please enter valid 'GATE/GPAT Exam Number' and 'GATE/GPAT Score- Valid From''

4. 'Exam Type', 'GATE/GPAT Exam Number' and 'GATE/GPAT Score- Valid From' are mandatory.
- In field "GATE/GPAT Score- Year Valid From" values 2014, 2015, 2016, 2017 can be entered.
  - GATE/GPAT score is valid for 3 years thus, in the field "GATE/GPAT Score- Year Valid To" maximum of 3 years can be entered from valid from date.
  - The 'Date of Admission in First Year' must be between "GATE/GPAT Score- Year Valid From" and "GATE/GPAT Score- Year Valid To". If it's not then the Institute needs to update the 'Date of Admission' of the Student.
5. Student will enter 'Address Details', 'Permanent Address Line1', 'Permanent Address Line2', 'Permanent Address Line3', 'Student Home State', 'Student Home District' and 'Pin code'. All Address details are mandatory except 'Permanent Address Line2' and 'Permanent Address Line3'. 'Pin code' should be of 6 digits only.



6. Student will enter Bank details like 'Bank Name', 'Bank Branch Name', 'Bank IFSC Code' and 'Bank Account Number'. All Bank details are mandatory. 'Bank Account Number' should be in digits only. 'Bank IFSC Code' should be of 11 characters.
7. Student will enter 'Personal Details', 'Email Address', 'Alternate Email Id', 'Mobile Number', 'Alternate Mobile/Land Number', 'Aadhar Card Number (UID)' and 'Enrollment Id (EID)'. 'First Name', 'Last Name', 'Gender' and 'Email Address' fields are mandatory.  
'Category', 'Reserve Category', 'Economically Backward', 'Physically Disabled' and 'Religion' are also displayed.  
Student can update this data if it is incorrect.
8. If the Student enters 'Do you have National Population Register(NPR) Card?' as 'Yes' then the 'NPR Card Number' field is mandatory.
9. If the Student enters 'Do you have Aadhar Card?' as 'Yes' then the 'Aadhar Card Number(UID)' field is mandatory. Aadhar Card is required.
10. The student will then click on "New" button and attach scanned copies of the following :
  - a. "Photo Copy of GATE/GPAT Score Card" - Mandatory
  - b. "Photo Copy of Bank Passbook" - Mandatory
  - c. "Category Certificate"(Mandatory if 'Category as per GATE/GPAT score card' is 'OBC' or 'SC' or 'ST' or 'PD')
  - d. "Aadhar Card Copy" (Mandatory if 'Do you have Aadhar Card?' is 'Yes' )
  - e. "Physically Disabled Certificate" (Mandatory if 'Physically Disabled' is 'Y' )
  - f. "NPR Card Copy" (Mandatory if 'Do you have National Population Register(NPR) Card?' is 'Yes' )

Student Portal View Student Portal View:  Physically Disabled:  Do you have a Physical Disability Certificate:  Economically Backward:  Reserve Category:  Religion: Hindu Enter Bank Account Number seeded with Aadhaar:

Please scroll up and click on Submit Application button after attaching all your documents  
Please upload the legible scanned documents

I Accept:  
I certify that the information uploaded on in this application is correct to the best of my Knowledge.  
I understand that to falsify information is grounds for refusing the Scholarship to me or for action as per rules decided by AICTE from time to time.

PG Student Attachment List 1 - 3 of 3

| Document Type                      | Attachment Name    | Size(Bytes) | Type | Document Upload Date  |
|------------------------------------|--------------------|-------------|------|-----------------------|
| Photo Copy of GATE/GPAT Score Card | Attar G-PAT Sc...  | 796,354     | FILE | 4/12/2015 02:40:54 PM |
| Photo Copy of SBI Bank Passbook    | Attar SBI passb... | 657,142     | FILE | 19/1/2013 02:24:34 PM |
| Photo Copy of GATE/GPAT Score Card | Attar G-PAT Sc...  | 279,136     | FILE | 19/1/2013 02:23:19 PM |












11. After completing all steps, student will click on “Submit Application” button which saves student data, the Student Status is set to ‘Verification Awaited by Institute’ and student details will be read only and cannot be updated by the student. Institute can then view updated Student record.
12. If there is error on Submit, please make the corrections which will be displayed in the error message. Click on Submit.
13. After the Documents are verified by RIFD, Institute can start forwarding the monthly attendance of student.

**Note:**

- After the Documents are verified by RIFD, student details are forwarded to PFMS portal for generation of Beneficiary Code.
- Only after the beneficiary code is generated and attendance is forwarded by Institute, Scholarship can be disbursed.
- Scholarship will be disbursed only for the months for which attendance has been forwarded.

## Icons for Buttons

Please refer following table in case of any confusion with buttons.

| S. No. | Icon  | Meaning                               |
|--------|---|---------------------------------------|
| 1      |    | Save Record                           |
| 2      |    | New Record                            |
| 3      |    | Delete Record                         |
| 4      |    | Search Record                         |
| 5      |    | Collapse                              |
| 6      |    | Expand                                |
| 7      |    | Notification by AICTE                 |
| 8      |   | Navigation to next record in list     |
| 9      |  | Navigation to previous record in list |
| 10     |  | Navigation to last record in list     |
| 11     |  | Navigation to first record in list    |