

**OFFICE OF THE NODAL PRINCIPAL**  
**KASHMIR DIVISION COLLEGES**  
AMAR SINGH COLLEGE SRINAGAR

**Dr. Sheikh Ajaz Bashir**  
NODAL PRINCIPAL,  
KASHMIR DIVISION COLLEGES

No : NKD/ 87  
Dated : 05/02/2024

**Principals**

**Kashmir Division Colleges**

**Subject :** Submission of Online Scholarship applications under Centrally Sponsored Scheme "Post Matric Scholarship to ST Student for the year 2023-2024 on National Scholarship Portal

**Reference:** Communication received from Directorate of Colleges vide letter No. DC-HE/K/2024/99, dated: 13-02-2024.

Sir / Madam

Kindly find enclosed herewith copy of letter DTA/PMS/2023-24/4587-647, dated: 21-12-2023 issued by Director Tribal Affairs, J&K regarding schedule for Submission of online scholarship applications under Centrally Sponsored Scheme "Post Matric Scholarship to ST student" for the year 2023-24 on National Scholarship Portal.

Same for your perusal and necessary action.

Yours Sincerely

  
**Dr. Sheikh Ajaz Bashir**

**Encl: 05 leaves**

**Copy to:**

1. Director Colleges, Higher Education Department for information.
2. PS to Principal Secretary to Govt. Higher Education for the information of Principal Secretary HED.
3. Office / Master File

*Kashmir*



GOVERNMENT OF JAMMU & KASHMIR  
DIRECTORATE OF TRIBAL AFFAIRS

127-AD, Opposite Police Residential Qtrs. Gandhi Nagar Jammu Pin Code No. 180004  
2<sup>nd</sup> Floor, Sulleman Complex Dalgate Srinagar Pin Code No. 190001

Email: [deestark@adps.gov.in](mailto:deestark@adps.gov.in)

**Subject:-** Submission of Online Scholarship applications under Centrally Sponsored Scheme "Post-Matric Scholarship to ST students" for the year 2023-24 on National Scholarship Portal.

**NOTICE**

Online applications are invited from **Scheduled Tribe (ST)** students of Jammu & Kashmir UT including those students who are pursuing studies outside UT in different Government/Private Recognized Educational Institutions undergoing XI, XII, Diploma, Graduation/Post Graduation level Courses, B Ed, M Phil /Ph.D, Professional/Technical Degree Courses at Under Graduate and Post Graduate during the year 2023-24 who intends to avail the Scholarship under the Centrally Sponsored Scheme "**Post-Matric Scholarship to ST students**". The ST students have to fill their application forms online on National Scholarship Portal with effect from **22<sup>nd</sup> of December, 2023** onwards whose income from all Sources does not exceed **Rs. 2.50 Lakhs Per Annum**.

Note: Aadhar Number is mandatory.

1. Procedure/instructions for applying to scholarship on National Scholarship Portal (NSP):-

**REGISTRATION PROCESS FOR FRESH STUDENTS:**

- Students applying for scholarship first time need to "**Register**" on the portal as fresh applicant, using the icon "**New Registration**" at NSP Portal URL - <https://scholarships.gov.in/>, by providing accurate and correct information as per their documents.
- Before initiating registration process, students are advised to carefully go through the "Guidelines for Registration on National Scholarship Portal" and keep their Educational and other documents such as Aadhaar number, Enrolment number, Bank passbook etc. in hand.
- Fields marked as "\*" **(Red)** are mandatory.
- Upon submitting all the details on registration page, student will get a unique application ID and password through SMS on the provided (registered) mobile number.
- The student shall login to NSP using application ID and password received. The student must **change the password upon first login**. This password has to be kept safely and confidentially. The student can change the mobile number only before the first login, i.e. before changing the received password.
- The student can apply in any of the scheme on-boarded on NSP by providing accurate and correct information as per their documents, and shall submit the documents to the Institute after Final submission of the application at NSP portal.
- The detailed procedure for filling the application form has been provided in the User Manual for Applicants.

*[Signature]*

## PROCESS FOR RENEWAL STUDENTS

- a) Renewal Students are the students who have been granted scholarship in any of the scheme on-boarded at NSP, in the immediately preceding Academic Year.
- b) Renewal Students can only apply for renewal of scholarship in the same scheme, for which they have been granted scholarship in the previous Academic Year. Students are required to update their marks obtained in previous year and submit the application on NSP Portal. The student must keep the account in which scholarship was received in previous year as active (i.e. non-dormant) and functional to receive scholarship amount.
- c) In case the student wish to apply for any other scheme, he/she must login using their previous year's application ID and password, select the option for withdrawing the renewal application, and then register as a Fresh Student in the current Academic Year, thereafter, they shall follow the process for Fresh Application.

## PRECAUTIONS TO BE TAKEN

- a. The student/applicant must ensure that the Bank Account details (A/c Number, IFSC Code) submitted is correct and keep the account active (i.e. non-dormant) and functional to receive scholarship amount (i.e. Any condition imposed on accounts by bank, like seeding of AADHAAR, any limit on receiving credit in accounts etc., which may hamper scholarship credit in account should be complied with).
  - b. The student/applicant must ensure that the resolution/quality of documents uploaded is adequate so that they are clear and readable.
  - c. The student/applicant must ensure that the mobile number provided in the application is correct/Aadhar Linked and belongs to the student/ applicant.
  - d. The student/applicant must select the desired scheme from list of schemes available as per the eligibility criteria of the scheme(s).
  - e. The student/applicant must take timely action(s) on the SMS received from NSP.
  - f. The student/applicant must follow up with Institutes for application verification before the deadlines.
  - g. The student/applicant must rectify the error(s) and comply with the remarks made in the application in case the application is marked as defective in NSP.
  - h. The student/applicant shall note that applications marked rejected / fake by the nodal officer during the verification / reverification process will not be considered for further processing on NSP.
  - i. The student/applicant must carefully select their institute. If applicant selects some other institute by mistake, he or she will have to get their application marked defected from the selected institute and then Institute can be corrected.
  - j. The student/applicant shall note that priority for Scholarship Disbursement will be given to the Aadhaar seeded bank accounts.
  - k. The student/applicant shall note that NSP provides only one chance for updating bank account details (only in case when bank accounts details are not validated by PFMS). Applicants should be cautious to exercise this option, failing which the application will not be considered for scholarship.
2. **Documents/information required to be uploaded (properly legible) by the applicants.**
- i. One Passport size Photograph.
  - ii. Domicile Certificate/Permanent Residence Certificate.
  - iii. Valid Category Certificate (**Schedule Tribe**) Issued by the competent (**Revenue**) authority.

- iv. **Income Certificate** (preferably online). Parents/guardians current family income certificate from all sources in original issued by the **Tehsildar concerned**. In case of Parent/Guardian is Govt. employee, **salary certificate** issued by the concerned **Drawing & Disbursing Officer**. (**Income Certificate with cutting/mutation will lead to the rejection of application form**).
- v. Fee receipt in original with name of the candidate, date, Class/semester duly sealed & signed by competent authority.
- vi. Bonafide Certificate. **(Only Portal (NSP) generated bonafide certificate duly signed by the concerned Head of the Institution shall be accepted)**.
- vii. Promotion Certificate/ Marks sheet of last qualified class.
- viii. Valid Hosteller Certificate, issued by the Institution.
- ix. Recognition/Affiliation Certificate of the institution issued by competent authority in case of Private Recognized Educational Institutes.
- x. Photo copy of the Pass-Book indicating complete particulars i.e., Name of the Account Holder, Address, **Active** Bank Account Number, Bank Branch & IFSC Code etc.
- xi. Aadhaar number along with photo copy of the Aadhaar Card which has been linked with 16 digit bank account number which shall lead to smooth transaction of sanctioned amount of Scholarship in favour of eligible students.
- xii. **Existing Mobile Number & e-mail Id is mandatory.**
- xiii. **Affidavit duly attested by notary to be uploaded. The specimen of the affidavit is as under:**

I \_\_\_\_\_ S/O \_\_\_\_\_ R/O \_\_\_\_\_ District \_\_\_\_\_ do hereby solemnly declare on oath that:-

- i) I am not in receipt of any other Scholarship from any other institution/department for the current academic session i.e., 2023-24.
- ii) I am not perusing any other course from any other institution for which I have applied for another Scholarship.
- iii) I have paid an amount of Rs \_\_\_\_\_ to \_\_\_\_\_ institute/College for \_\_\_\_\_ course during the current academic session.

All details mentioned in the form and documents attached are true and correct & nothing has been concealed therein.

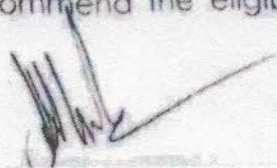
I understand that in case I am found guilty of any wrong information for misleading the government, the government is liable to take any necessary action against me under rules, including recovery of the Scholarship amount/being black listed/debarred from any Scholarship in the future.

Note:-

- ❖ **A scholarship holder under this Scheme will not avail any other scholarship/stipend for pursuing the same course/class from any other Agency/Department.**
- ❖ **The Scholarship in favour of ST students enrolled in various Non-Government Educational Institutions within and outside the State/UT. shall be disbursed only after fulfillment of the eligibility criteria of the Institute/College as per guidelines of the Scheme issued by MoTA, Gol.**

After successful submission of application on National Scholarship Portal, the applicant has to acquire **Hard Copy** of the application form and submit the same along-with the uploaded documents to the **Nodal Officer** of the concerned **Institute within weeks' time**.

The **Institution's Nodal Officer** (INO) should verify the said hard copies thoroughly with online applications of students, available in their user ID and verify/recommend the eligible



applications online of students who are eligible for grant of Scholarship as per the norms of the Scheme. [May please refer SOP of National Scholarship Portal].

3. **TIME-LINE FOR STUDENTS AND INSTITUTION NODAL OFFICERS (INO's) FOR SUBMISSION AND VERIFICATION OF ON-LINE APPLICATIONS**

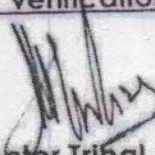
S. No.	Activities	Dates
1.	Scheme opening date for submission of applications online on <b>National Scholarship Portal</b> .	22 <sup>nd</sup> of December, 2023
2.	<b>Scheme Closing Date</b>	Open till 15 <sup>th</sup> of February, 2024
3.	Defective application <u>verification date</u>	Open till 20 <sup>th</sup> of February, 2024
4.	Institute verification <b>(INO) Date</b>	Open till 20 <sup>th</sup> of February, 2024

For further queries the Students/Institution Nodal Officers can contact on following Numbers /available addresses during Office hours.

1. Deputy Director Tribal Affairs Office Kashmir on:  
**0194-2500585 or 2500138**, E-mail: - [directordeputy786@gmail.com](mailto:directordeputy786@gmail.com)
2. Deputy Director Tribal Affairs Office Jammu on:  
**0191-2479198 or 2476877**, E-mail: - [dydirector.jmu@gmail.com](mailto:dydirector.jmu@gmail.com)
3. Directorate of Tribal Affairs Office on:  
**0194-2500138, 0191-2476877** E-mail: [directorjk.tad@jk.gov.in](mailto:directorjk.tad@jk.gov.in)

**Note: -**

- I) Hard copy of the Scholarship form shall not be entertained in the Deputy Director/Directorate Office as e-disposal is the mode of delivery of service.
- II) No, further extension shall be granted for submission or verification of applications on Portal.

  
Director Tribal Affairs  
J&K

Dated: 21-12-2023

No: DTA/PMS/2023-24/4587-646

Copy to the: -

1. Principal, Resident Commissioner J&K Government, New Delhi/Mumbai for favour of information and with the request to publicize the notification.
2. Principal Secretary to Government, School Education Department/Higher Education Department for information with the request to get the notification uploaded on the Official website.
3. Secretary to Government, Tribal Affairs Department for information and with the request to direct the concerned for uploading the same on the Official Website.
4. Director School Education Department, Jammu/Kashmir for information and with the request to ask the concerned Institutions/Nodal Officers to complete the online verification process on **NSP** within the stipulated time period.
5. Director Colleges Jammu/Kashmir for information and with the request to ask the concerned Institutions/Nodal Officers to complete the online verification process on **NSP** within the stipulated time period.
6. Director, All India Radio J&K UT with the request to broadcast the notification in NEWS Bulletins.
7. Director, Doordarshan Kendra Srinagar/Jammu with the request to give wide publicity to the notification repeatedly.

8. Joint Director, Information Srinagar/Jammu for information and with the request to kindly get the Notification Publicized in all leading dailies of the UT having wide circulation in Jammu/Kashmir Divisions and outside the UT in two leading National Newspapers to ensure maximum publicity.
9. Deputy Director Tribal Affairs Jammu/Kashmir for information and further necessary action.
10. District Social Welfare Officer (DTWO) Rajouri, Reasi, Poonch & Ganderbal for information and further necessary action.
11. Chief Education Officer(s) (All) for information and necessary action.
12. All Wardens of ST/G&B Hostels J&K UT for information and further necessary action.
13. Office file.