

# GOVERNMENT OF INDIA HAS CALLED FOR APPLICATIONS UNDER NATIONAL SCHOLARSHIP PORTAL FOR PRE-MATRIC, POST-MATRIC & MERIT CUM MEANS SCHOLARSHIP 2021-22

## PROCEDURE TO APPLY - NSP

Muslims Christians Sikhs Buddhists Parsis Jains

### Scholarship Categories

List of Courses under each scheme is displayed on our official website

**Pre Matric Scholarship – Class I to X.**

**Post Matric Scholarship - List of Courses Link**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Courses%20Under%20PMS.pdf>

**Merit Cum Means Scholarship - List of Courses Link**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Course%20Under%20MCM.pdf>

### IMPORTANT NOTES FOR STUDENTS

- **Applying for scholarship under National Scholarship Portal (NSP) (Ministry of Minority Affairs, GOI) is must for applying under State Scholarship Portal (SSP) - Karnataka, because NSP ID is required for applying under SSP.**
- **Only those students who are not covered in NSP will be covered under SSP.**
- **Date of commencement of the State Scholarship under State Scholarship Portal (SSP) for the year 2021-22 will be announced later.**

### Eligibility Conditions

1. Scholarship for fresh will be awarded to the students who have secured not less than 50% of marks or equivalent grade in the last annual Board/Class examination with a pass certificate. (Not applicable for students studying in 1st std).
2. The eligibility criteria of a minimum of 50% marks stand relaxed for Renewal students.
3. The annual income of the students' Parents/ Guardians from all sources should not exceed as mentioned below under each scheme
  - ✓ Rs.1 Lakh for Pre Matric Scholarship.
  - ✓ Rs.2 Lakh for Post Matric Scholarship.
  - ✓ Rs.2.5 Lakh for Merit Cum Means / Top Class Scholarship.
4. Students of Karnataka domicile studying in other states are also eligible to apply in Karnataka.
5. Scholarships under each scheme are sanctioned only based on Admission fees & Tuition fees.

## Ineligibility Conditions

1. Students pursuing correspondence education and certificate courses or training are not eligible.
2. Students of other states studying in Karnataka are not eligible to apply from Karnataka.
3. Students not submitting their hardcopies of online application along with documents to their respective schools/colleges.
4. Students whose application is **not forwarded online to next level by the Head Master/Principal of the institute**, schools, and colleges.
5. Merit Cum Means students not uploading the required documents.
6. Fresh Students securing **less than 50%** of marks in their previous Board/Class.
7. Students **having a backlog** in their previous exam as on the date of submission of their application are not eligible for scholarships. However, students passing/clearing their backlogs before the date of application are eligible to apply.
8. Invalid income and caste certificate enclosed.
9. Students selecting wrong school/college/Institution name in their online application.
10. A student selecting the wrong class/course name in their online application.
11. A student selecting the wrong scheme name in their online application.
12. Any other incorrect information entered online will not be eligible under any scholarship scheme.

## How to apply for Scholarship Procedure

### Read the following instructions carefully before filling online Application

1. Open Bank Account (Preferably in Nationalized Banks).
2. Go to Bank, Seed your Aadhar Number with your bank account number under NPCI.
3. If you do not have an Aadhar Number keep ready your Aadhar EID Number.
4. Students must apply only online. No other mode of Application is accepted.

**Note:** - Pre Matric & Post Matric Students need not upload their documents

**Note:** - Supported file types for uploading documents: - PDF & JPEG.

**Maximum file size is 200KB (Only for Merit Cum Means / Top Class Students)**

**Note:** - For better visibility use Chrome, Firefox, Microsoft Edge, Internet Explorer

## HOW TO APPLY FOR FRESH – PROCEDURE

Applicants are advised to apply online against any one of the scholarship schemes on the website of National Scholarship Portal at: <https://scholarships.gov.in> or Mobile App – National Scholarships (NSP).

**Step 1:-** Go to Website <https://scholarships.gov.in>

**Step 2:-** Click on **New Registration** button.

**Step 3:-** Go through/Read carefully the guidelines for Registration on National Scholarship Portal.

**Step 4:-** After reading guidelines click Checkboxes and Click on “**Continue**” Button

- Step 5:-** A new page requesting to enter the personal data will be displayed. Fill student registration form.
- Step 6:-** Click on the Checkboxes of Aadhar consent, Bank Account and Application form.
- Step 7:-** After entering all required details Click on the **Register** button.
- Step 8:-** Student Registration ID will be displayed. (Note down the Student Registration ID number for further reference and enquiries.
- Step 9:-** Click on **“Continue”** button, it will take you to the Login Page.
- Step 10:-** The login id and password to log into NSP portal will be your Application Id and DOB respectively.
- Step 11:-** After Login Student will get an OTP of 5 digits on Registered Mobile Number/Email ID.
- Step 12:-** Confirm OTP. will take you to Change Password Page. Change your password as per instruction on the same page.
- Step 13:-** Click **“Application Form”** button and enter below details
- General Information
  - Academic Details
  - Other Details
- Step 14:-** After entering above details click on **“Save & Continue”** to Switch on to next Page
- Step 15:-** Applicant is directed to see the next page for **“Contact Details & Scheme Details”**
- Enter your contact details.
  - Based on the eligibility criteria of the student, schemes will be displayed.
  - Select **“PRE MATRIC SCHOLARSHIP SCHEMES MINORITIES CS”** for Pre Matric courses – I to X.
  - Select **“POST MATRIC SCHOLARSHIP SCHEMES MINORITIES CS”** for Post Matric courses. List available on the website.
  - Select **“MERIT CUM MEANS SCHOLARSHIP SCHEMES MINORITIES CS”** for Merit Cum Means courses. List available on the website. (Including Listed Institutes) .
  - After selecting the scheme, on the same page, and Upload Document section will be displayed - **upload your documents therein (MCM / Top Class Students only).**
  - **Upload of documents is not required for Pre Matric & Post Matric Scholarship**
  - Re-check all your entries, uploaded documents, before finally submitting the application, as there will be no provision to amend/edit or alter it thereafter.
- Step 16:-** Click on **Final Submit**. Take a print on Clicking print **Button** for further reference and as an Acknowledgement.

## **HOW TO APPLY FOR RENEWAL - PROCEDURE**

- Step 1:-** Go to Website <https://scholarships.gov.in>
- Step 2:-** Click on “Login” button and select Renewal 2021-22 in the dropdown.
- Step 3:-** Students have to Login using Last year's NSP application ID and last year's password.
- Step 4:-** After login will take you to Student’s Home Page
- Step 5:-** Click **“Pre-Filled Information”** button and check your last year details.

**Step 6:-** Click “**Apply for Renewal**” & enter below Renewal details

— Aadhaar Confirmation			
Aadhar Number	Confirm Aadhar Number *		
<input type="text" value="XXXXXXXX9306"/>	<input type="text"/>		
— Fill The Following Details For Renewal			
Annual Family Income *	Email Id	Day Scholar/Hosteler *	Present Class Year *
<input type="text" value="48000"/>	<input type="text" value="heeba1999@gmail.com"/>	<input type="text" value="Hosteler"/>	<input type="text" value="4"/>
Class Start Date *	Previous Class(%) *		
<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="Promoted"/>		
Admission/Enrollment/Registration No	Admission Year	Roll No.	Section
<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>

**Step 7:-** Upload your documents therein (MCM / Top Class Students only).

Uploading of documents is not required for Pre Matric & Post Matric Scholarship.

- Re-check all your entries, uploaded documents, before finally submitting the application, as there will be no provision to amend/edit or alter it thereafter

**Step 8:-** Click on **Final Submit**. Take a print on Clicking print **Button** for further reference and as an Acknowledgement.

### DOCUMENTS REQUIRED

- Enclose the following documents (Attested by Head of Institutions) to your filled-in application copy
  1. Previous year/last exam **pass mark sheet**.
  2. Fee Receipts with **Tuition Fee** and **Admission Fee** separately mentioned.
  3. Students are advised to provide "**Annual Family Income**" as per the Income Certificate issued by competent authority / Tahasildar Revenue Department.
  4. **Self-Declaration** of Minority Community Certificate by the Student (format available on website <https://dom.karnataka.gov.in>) In case of community not mentioned in Income Certificate.
  5. Bonafide Certificate (**Only for MCM Students**)
  6. Proof of bank account in the name of student (**1<sup>st</sup> page Xerox copy of bank passbook**). Applicant is advised to give only that bank account details which remains in active mode or compliant as per bank's instructions so that payment of scholarship does not fail.
  7. Aadhar Card Xerox copy, if you do not have Aadhar Provide Aadhar EID copy.
  8. Passport size Photo.

- **Pre Matric students** are advised to prepare two sets of their application along with the required documents, submit one full set to the Head Master/Head Mistress of your School and keep one set for your further reference.
- **Post-Matric & Merit Cum Means** students are advised to prepare two sets of their application along with the required documents, submit one full set to the Principal of your Institute and keep one set for your further reference.

### **HARD COPIES WORKFLOW**

- **Pre Matric:** Student → Institute
- **Post Matric:** Student → Institute
- **MCM/Top Class:** Student → Institute

### **ONLINE WORKFLOW**

- **Pre Matric:** Student → Institute → District DDPI → GOI
- **Post Matric:** Student → Institute → State → GOI
- **MCM / Top Class:** Student → Institute → State → GOI

**Note:** **Students furnishing / Uploading fake/Manipulated documents or false information will be viewed seriously and action will be initiated if found guilty as per law.**

### **NOTE TO THE UNIVERSITIES / INSTITUTES / COLLEGES / SCHOOLS**

- New Institutes (first time registering under NSP) & Institutes those who have not completed KYC earlier should complete KYC Registration under NSP Portal.
- Once KYC registration completed by institute, submit the Institute KYC Form for schools (hard copy) to District Nodal Officer (ECO Urdu) & for colleges (hard copy to State Office, Directorate of Minorities, Bangalore, or mail to gokdomnsp2122@gmail.com) for approval.
- Once KYC form approved by the Department, Institute login credentials (User ID & Password) message will be sent to INO's registered mobile number.
- Institutes those who have completed KYC, should complete their Profile Update under Institute login. User manual available in Directorate Official website.
- Institutes who do not have user id & Password should fill the reset format and submit the format for schools (hard copy) to District Nodal Officer (ECO Urdu) & for colleges (hard copy to State Office, Directorate of Minorities, Bangalore, or mail to gokdomnsp2122@gmail.com).
- Head Masters/Principals of each school/college is advised to collect the scholarship application hard copies along with the required documents as mentioned above keep the hard copies with documents for 5 years and to scrutiny, it carefully with the given scholarship ID Number and password and to forward the application online to the next level if the student is eligible as per the Government Guidelines.

- Scholarship online applications not forwarded by the Head Masters/Principals are not eligible. Head Masters/Principals are advised to visit the official website of the Department and to follow the timetable for onward forwarding the scholarship application to the next level. Any application forwarded after the last date will not be considered for the scholarship.
- All the Heads of the Institutions are requested to verify the applications Registered by their students and forward the same through their Institute logins to the next level within the specific timeline. Please go through the User manual for verification uploaded on the website for further reference.
- All Universities / Institutes / Colleges / Schools, where a minority student is studying, should get Institute KYC registered (if not done earlier) on National Scholarship Portal.

### **CLICK HERE**

#### **For Procedure to apply for Institute KYC Registration (First time registration under NSP Portal)**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Procedure%20to%20apply%20for%20New%20Institute%20KYC%202021-22-1.pdf>

#### **For Procedure for those institutes which are already completed KYC registration.**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Procedure%20for%20those%20Institutes%20which%20are%20already%20completed%20KYC-2021-22.pdf>

#### **For Authenticate Institute Nodal Officer (INO) details under NSP**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Procedure%20to%20Authenticate%20Institute%20Nodal%20Officer%20under%20NSP%20Portal%202021-22.pdf>

#### **For Format to reset school/Institute Login Credentials**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Reset-Login-Cridential-Proforma-School-2021-22.pdf>

#### **For Format to reset College/Institute Login Credentials**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Reset-Login-Cridential-Proforma-College-2021-22.pdf>

#### **For Procedure to Add New Courses which are not available under option “ADD & UPDATE COURSES” in Institute login NSP Portal for the year 2021-22**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Procedure%20to%20Add%20New%20Courses%20under%20NSP%202021-22.pdf>

#### **For Verification of applications by institutes – User Manual**

<https://dom.karnataka.gov.in/storage/pdf-files/Scholarships%20Latest%20News/Configuration%20and%20verification%20Module%20for%20Institute.pdf>

#### **For more detailed information –**

- Visit the website [www.minorityaffairs.gov.in](http://www.minorityaffairs.gov.in) or <https://dom.karnataka.gov.in>
- Samadhaan Helpline (Toll Free) – 1800-11-2001 (Timing 9:00AM to 5:30PM, Monday to Friday, except holidays)
- Minority Welfare Department, Karnataka - Helpline – 8277799990 (24/7)

**Sd/-**  
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