

Procedure to Authenticate Institute Nodal Officer (INO) details under National Scholarship Portal 2021-22

Instructions:-

- For Academic year 2021-22, all Institute Nodal Officer are required to give their Aadhar information while updating their profile, which will be verified from the UIDAI.
- Institute Nodal Officer is advised to carefully enter Aadhar related information (ie Aadhar number, Name, Gender, Mobile Number & Date of Birth), as mentioned in her/his Aadhar card.
- Profile will be updated only after successful verification of Aadhar information from UIDAI and subsequent OTP authentication.

Procedure:-

Step-1: Go to Institute login and click on **“edit profile option”**.

Step-2: Under edit profile option it will ask to enter Institute Nodal Officer details for Aadhar Authentication.

- Enter Name as in Aadhar
- Enter Aadhar Number
- Enter Date of Birth as in Aadhar
- Enter Gender as in Aadhar
- Enter Mobile No. linked with Aadhar
- Enter E-mail ID.

Step-3: After successful verification of Institute Nodal Officer Aadhar details,

Once information gets verified from UIDAI, Institute Nodal Officer Profile will be updated successfully.