

**Format to Reset School/Institute Login Credentials
(in case of forget User ID & Password) under Pre Matric Scholarship
National Scholarship Portal 2022-23**

To,
The Deputy Director Public Instruction
_____ District.

Sub: Reset of School/Institute Login Credentials Regarding.

I, The HM/Principal of _____ hereby request to reset user name & password of our school/ Institute as we are unable to login by using last year's login credentials.

I therefore submit the following details in the Proforma for taking suitable action and to reset of school/institute Login Credentials.

INSTITUTE DETAILS	
Institute Name*	
DISE Code*	
Institute Address*	
Institute State*	KARNATAKA
Institution District*	
Institution Taluk/Block*	
CONTACT PERSON DETAILS OF INSTITUTE NODAL OFFICER TO SEND LOGIN CREDENTIALS	
Name as in Aadhar*	
Aadhar number*	
Date of Birth as in Aadhar*	
Gender as in Aadhar*	
Mobile No. linked with Aadhar*	
E-mail*	

Date:

Place:

**HM/Principal
Seal and Signature**

Note: - Submit the above format to The Respective Deputy Director Public Instruction (DDPI) & take reset User ID & Password.