Government of Goa
Directorate of Tribal Welfare
5th Floor Shrama Shakti Bhavan, Patto, Panaji-Goa
Phone:-(0832)2438024 Fax: 2438052 Website: tribalwelfare.goa.gov.in Email:-dir-tw.goa@nic.in

No.DTW/4/PMS/Scheme/6/Circular/2024-25/1259 Dated: 10 /7 /2024

# CIRCULAR

**Sub: Centrally Sponsored Scheme of Post Matric Scholarship for ST Students for the year 2024-25.**

The Directorate of Tribal Welfare implements the Centrally Sponsored Scheme of the Ministry of Tribal Affairs, New Delhi namely:

The Scheme of "Post Matric Scholarship" (Centrally Sponsored Scheme) to grant scholarship to eligible ST students for pursuing higher education starting from class XI to Post Graduation courses in India.

The objective of the scheme is to enable eligible Scheduled Tribes students to undertake quality education from Post Matric to Post Graduate level by providing them financial assistance.

**Conditions of eligibility:**

a. The student should belong to Scheduled Tribe so specified in relation to the State/Union Territory to which he/she actually belongs (Domicile State).

b. Student should have passed the Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education.

c. The family income of student from all sources should not exceed Rs.2.50 lakh per annum.

d. The student should have a valid account in a Schedule Bank linked with Aadhar and Mobile number.

e. The student should not be getting any other scholarship.

f. The scholarships will be given for study of recognized post-matriculation/ postsecondary courses, recognized by the concerned approving authority, pursued in following category of Institutions/Universities/Colleges.

Value of scholarship will have two components, payment of compulsory non-refundable fees for the course pursued by the student and the monthly stipend.

The following documents are required to be uploaded on Portal.

1. Income Certificate issued by competent authority for the year 2023-24.
2. Fee receipt of current academic year.
3. Scheduled Tribes Certificate issued by competent authority.
4. Scanned copy of the last academic year marksheet/certificate.
5. Hostel Certificate (if, Hosteller).
6. Disability Certificate issued by the competent authority designated by the district medical officer/civil surgeon of Govt. Hospital (if, any)
7. Bonafide Certificate from institute.

All the above documents shall be scanned & uploaded on the National Scholarship Portal (only PDF & JPEG file type with max size 200KB).

Direct Benefit Transfer (DBT) Mission has issued following directions for compliance:

(a). Aadhaar to be made mandatory for all applicants.

(b). Aadhaar based bio-metric authentication and eKYC has been made mandatory from 2024-25.

(c). All scholarship payments to be made using Aadhaar Payment Bridge (APB) system to ensure that payments are made only to the rightful beneficiary. Students have to seed their bank account with their aadhaar number so that they can receive the scholarship benefit in their bank account. Bank details will no longer be captured on the NSP portal.

(d). State Nodal Officer/District Nodal Officer/Head of Institute/Institute Nodal Officer has to perform eKYC (bio-metric /face-auth) to verify applications from their NSP logins.

(e). All Institute Nodal Officer (INO) are requested to refer New Guidelines of Post Matric Scholarship (Centrally Sponsored Scheme) issued by Ministry of Tribal Affairs, New Delhi.

The above conditions will be applicable for both fresh and renewal.

In renewal also, student should submit their application after completing their OTP based eKYC. Applications will not be submitted without Aadhaar based eKYC.

Further, NSP has introduced face-authentication from the academic year 2024-25. The following points are conveyed for compliance on the National Scholarship Portal.

- The Portal is open for One Time Registration (OTR) for students.
- One Time Registration (OTR) is a unique number allotted to the student and is applicable for entire academic career on National Scholarship Portal.
- OTR is required to apply for the scholarships on National Scholarship Portal from AY 2024-25.
- OTR can be generated using Aadhaar/Aadhaar Enrollment number (EID)
- The students who have applied on National Scholarship Portal in AY 2023-24 will be allotted the OTR/Reference number through the portal and intimated through SMS. For more details please.
- NSP OTR App is available on Google Play Store.
- National Scholarship Portal for AY 2024-25 will be open soon.

All the Online Applications for Academic year 2024-25, of the professional colleges Courses like Medical / Engineering / Architecture / Pharmacy / Nursing / Law / BED / DED / MA / MCOM / MSC / MBA / PHD / BBA / BA / BCOM / BSC & other such Post/Under Graduate Courses / Polytechnic / ITI/ Senior Secondary course like Arts / Science / Commerce / Vocational stream for class XI

& XII etc should be received by this Directorate within the prescribed time which will be intimated shortly.

Further, All the Head of Institute are requested to submit the additional details in given annexure "A" on or before 15th July 2024 by mail (dir-tw.goa@nic.in) and hard copy to this Directorate.

Also, All the Head of Institute are requested to submit the Fee Structure approved for the academic year 2024-25 by competent authority for the courses implemented to this office.

The institute shall bring the content of this circular along with new guidelines of the scheme to the notice of the ST student to avail the benefit of scheme.

This Circular is issued with the approval of the Government and is available on the Notice Board as well on website: www.tribalwelfare.goa.gov.in of this office.

10/07/2024

( Dasharath M. Redkar )
Director, Tribal Welfare
Panaji- Goa

Encl:
1. New Guideline copy of "Post Matric Scholarship"
2. Annexure 'A'

To,
The Principal,

_____

_____

Copy to:-

1. The OSD to Hon'ble Chief Minister/Hon'ble Minister for Tribal Welfare, Secretariat, Porvorim – Goa.
2. PA to Secretary (Tribal Welfare), Secretariat, Porvorim – Goa.
3. PA to Secretary Education, Porvorim – Goa.
4. The Director, Directorate of Education, Porvorim-Goa.
5. The Director, Directorate of Higher Education, Porvorim – Goa.
6. The Director, Directorate of Technical Education, Porvorim – Goa.
7. The Director, Directorate of Skill & Development
8. & Entrepreneurship, Panaji - Goa.

It is requested to issue necessary instruction to the institute under your control.

9. The Registrar, Goa University, Taleigao Plateau – Goa.
10. The Secretary/CEO, The Goa Commission for SC/ST, Panaji – Goa..... For information.
11. The Chairman, The Goa State Schedule Tribes Finance Corporation Ltd....For information
12. Dy. Director, Directorate of Tribal Welfare (North & South).

**Note : - All the students shall compulsory apply on National Scholarship Portal for Centrally Sponsored Scheme of Post Matric Scholarship for ST Students. (https://scholarships.gov.in).**

**GOVERNMENT OF INDIA**
**MINISTRY OF TRIBAL AFFAIRS**
**NEW DELHI.**
***

# POST MATRIC SCHOLARSHIP
# (CENTRALLY SPONSORED SCHEME)

## FOR THE STUDENTS BELONGING TO SCHEDULED TRIBE FOR STUDIES IN INDIA

*REGULATION GOVERNING THE AWARD OF SCHOLARSHIP*
*(APPLICABLE FROM 01-04-2022)*

**CONTENTS**


| Sl. No. | Particulars | Page no |
|---|---|---|
| 1 | Introduction | 3 |
| 2 | Objectives | 3 |
| 3 | Salient feature of the Scheme | 3 |
| 3.1 | Scope | 3 |
| 3.2 | Conditions of Eligibility | 3-4 |
| 3.3 | Income Criteria | 5 |
| 3.4 | Value of Scholarship | 5 |
| 3.4.1 | Fee Component | 6 |
| 3.4.2 | Stipend | 7-8 |
| 4 | Empanelment of Institutions/universities/colleges within and outside states | 8-9 |
| 5 | Selection of candidates | 9-10 |
| 5.1 | Role of Institute Nodal Officer (INO) | 10-11 |
| 5.2 | Role of District/ State Nodal Officer | 11 |
| 5.3 | Role of Ministry | 11-12 |
| 6 | Documents required | 12-13 |
| 7 | Duration and renewal of scholarship | 13-14 |
| 8 | Announcement and timeline of the scheme | 14-15 |
| 9 | Publicity and Inviting Application | 15 |
| 10 | Funding pattern of the scheme | 16 |
| 11 | Procedure for claiming and release of GoI assistance | 16-17 |
| 12 | Monitoring & Evaluation | 17-18 |
| 13 | Transitory provision for existing beneficiaries | 18 |
| 14 | Central and State PMU | 18-19 |
| 15 | Change in the provisions of the scheme | 19 |

## 1. Introduction

It is a Centrally Sponsored Scheme implemented by Ministry of Tribal Affairs to grant scholarship to eligible ST students for pursuing higher education starting from class XI to Post Graduation courses in India.

## 2. Objective

a. To enable eligible Scheduled Tribe students to undertake quality education from Post Matric to Post Graduate level by providing them financial assistance.
b. To create an error free platform ensuring that the targeted beneficiaries receive scholarship on time.

## 3. Salient features of the Scheme

### 3.1. Scope

Scholarship under the Scheme will be available to ST students for studies in Indiaand will be directly transferred to the account of students. The scholarship will be awarded by the Government of the State/Union Territory to which the applicant belongs as per the terms of domicile decided by the State/UT.

### 3.2. Conditions of eligibility

a. The student should belong to Scheduled Tribe so specified in relation to the State/Union Territory to which he/she actually belongs (Domicile State).
b. Student should have passed the Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education.
c. The family income of student from all sources should not exceed Rs.2.50 lakh per annum.
d. The student should have a valid account in a Schedule Bank linked with Aadhar and Mobile number.
e. The student should not be getting any other scholarship.
f. The scholarships will be given for study of recognized post-matriculation/ post-secondary courses, recognized by the concerned approving authority, pursued in following category of Institutions/Universities/Colleges.

    i. All Government Institutes/Colleges/Universities
    ii. Institutions of National Importance;

iii. Central University/ State university/ Autonomous colleges recognizedby UGC and Universities/ Colleges recognized under section 2(f) and/or 12(b) of UGC Act;
iv. Deemed Universities;
v. Private Universities recognized by State/Centre with 'A' level or equivalent accreditation by NAAC, NBA;
vi. Private Professional Institutions affiliated to a recognized Central/State University
vii. Schools /colleges recognized by Govt/Govt aided for Classes XI to class XII;
viii. Diploma granting Institutions as recognized by State/UT Governments;
ix. Vocational Training Institute affiliated to National Council of Vocational Training (NCVT);
x. Institutions affiliated/approved by the appropriate bodies like MCI/AICTE etc or any regulatory body established by State/Centre as approving authority for particular course.

*Note 1: Under "National fellowship & Scholarship for Higher Education of ST students" Scheme [Top class Scholarship], MoTA is providing Scholarships to students for pursuing graduation and post-graduation courses in Top Class Institutes (currently 252) across India. To avoid duplicity,* ***students pursuing courses in such Institutes will not be entitled for benefit under Post Matric Scholarship****. All students already registered under Post Matric Schemes till 2020-21 will however continue to be funded under the scheme till completion of course. The new students admitted after issuance of guidelines will be registered under the scholarship component of the "National fellowship & Scholarship for Higher Education of ST students" Scheme from academic year 2021-22.* List of 252 Top Class Institutes is given in the website of the Ministry (tribal.nic.in).

*Note 2:* State Governments/UTs will gradually shift towards institutions to be covered which ranks high as per NIRF of Ministry of Education for Post-matric scholarship scheme so as to ensure better employability.

3.2.1. Candidates who complete a course in one stream will not be eligible to take diploma/degree course of different stream. For example, student will not be eligible for scholarship for pursuing B. Com after completing B.A or BSC or MBBS after doing B.Tech.

3.2.2. Scholarship holder under this scheme can hold only one scholarship/stipend at a time. If awarded any other scholarship/stipend, the student can exercise his/her option for either of the two scholarships/stipends, whichever is more beneficial to him/her and

should inform the awarding authority through the Head of the Institution about the option made.

### 3.3. Income Criteria

Scholarships will be paid to the students whose family income from all sources does not exceed *Rs.2,50,000/- (Rs. Two lakh fifty thousand only)* per annum**.**

The family income shall be computed in the following manner: -

I. In case where both father and mother are working, the combined income of both of them from all sources shall be taken into account in computing total family income.
II. In case any other member of the family, other than father and mother is an earning member, his or her income shall not be included in computing total family income.
III. In case only one parent is alive, the income of that parent shall be taken into account for considering total family income. If other sibling or family member is an earning member, their income shall not be included in computing total family income.
IV. In case of an orphan, supported by a guardian, income criteria shall not apply.

***Note 1:*** *Definition of Income - Income means gross income including income from all sources without any exemption and deductions available in the Income Tax Act.*

***Note 2:*** *Income certificate is required to be taken once only i.e. at the time of admission to course which will be valid for the entire duration of the course. At the time of renewal in second or subsequent year of the course, fresh income certificateis not required.*

***Note 3:*** *The income certificate given at the time of admission should be taken in the same year for which the admission is taken. In the case of salaried employee, the income of previous financial year will be considered for the purpose of eligibility. For example, if candidate applies afresh for academic year 2021-22, the family income for financial year 2020-21 would be required.*

### 3.4. Value of scholarship

The scholarship will have two components, payment of compulsory non-refundable fees for the course pursued by the student and the monthly stipend.

### 3.4.1. Fee component:

The fee component will depend on type of course pursued by the student. The courses have been divided in 4 categories.

**Table 1**

| Group | Courses |
|---|---|
| **Group I** | Graduate and Post Graduate courses leading to Degree, PG Diploma, MPhil, PhD in professional courses in various streams |
| **Group II** | All non-professional recognized courses leading to a Graduate, Post Graduate Degree not covered under Group I in Arts, Science and Commerce like BA/B.Sc/B.Com or MA/MSc/M.Com etc |
| **Group III** | Vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc. |
| **Group IV** | All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e,g. senior secondary certificate (class XI and XII). |

**Note 1:** The fee component will be decided by the State Level Fee Fixation Committee of the state. In case of students studying in private sector institutes there will be a ceiling of Rs.2.50 lakhs per annum per student for Engineering Courses and Rs.6.00 lakh per annum for MBBS/ MS/ MD courses and Rs.1.00 lakh per annum for other courses as far as support of Government of India is concerned. However, the concerned State Government/UT Administration is free to provide scholarship over and above the limit specified above to students studying in private sector Institutes. For accounting purpose, such additional amount, if any, would be accounted for separately in the State portal.

**Note 2:** The guidelines will apply prospectively for students taking fresh admission from 1.4.2022. It is clarified that existing students who have enrolled themselves in a particular course within or outside State as per the prevailing guidelines at the time of admission will continue to get the benefit in respect of fee fixed by the State for the remaining period of the course. The new guidelines will be applicable in respect of students who apply in Post Matric Scholarship Scheme on or after 1.4.2022.

### 3.4.2. Stipend:

The student will be entitled to stipend as per rates listed below.

**Table:2**

| Group | Courses | Hostellers | | Day Scholar | |
|---|---|---|---|---|---|
| | | Monthly | Annually | Monthly | Annually |
| **Group I** | Bachelor, Master Degree, MPhil/PhD degree leading to Degree, PG Diploma, in professional courses in various streams | **1200** | **12000** | **550** | **5500** |
| **Group II** | All non-professional recognized courses leading to a Bachelor, MasterDegree, MPhil/PhD degree not covered under Group I in Arts, Science and Commerce like BA/B.Sc/B.Com or MA/MSc/M.Com | **820** | **8200** | **530** | **5300** |
| **Group III** | Vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc. | **570** | **5700** | **300** | **3000** |
| **Group-IV** | All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. senior secondary certificate (class XI and XII). | **380** | **3800** | **230** | **2300** |

***Note 1:*** *It needs to be clarified that the stipend is a sort of incentive provided to a student for pursuing a particular course and in no way meant to provide for reimbursement of boarding and lodging charges like mess, hostel or other similar charges. The stipend will be given to the student as per rates according to course listed in Group-I to IV. However, the concerned State Government/UT Administrationis free to provide the stipend over and above the prescribed rates of the scheme. For accounting purpose, such additional amount, if any, would be accounted for separately in the State portal.*

***Note 2:*** *In order to provide quality boarding and lodging facility to students within and outside States/UTs, all States/UTs are advised to identify cities where such Institutes are located that do not have availability of hostel. The States may seek grants from SCA to TSS/275(1) for construction of tribal hostels within and outside State. Such hostels will however be open for students of all States.*

**Note3:** *Normally the term 'Hostel' is applicable to a common residential building and a common mess for the students run under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence as he is unable to get accommodation in the college hostel should be furnished by the Head of the Institution.*

*It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5 (five) students living together, usually with common mess arrangements.*

**Note 4:** ***Additional Disability Allowance: -****In addition to stipend provided in Table-2 above, an additional Stipend of Rs. 800/-per month (Rs. 9600 annually) will be given to the Divyangjan student who is hosteller and Rs.600 (Rs 7200 annually) to Day scholar. The disability as defined under the relevant 'Disabilities Act' has to be certified by competent medical authority of the State Govt./UT Administration. The provisions of Disability allowance will also apply to leprosy-cured and students having sickle cell Anemia or Thalassemia as notified by Ministry of Social Justiceand empowerment*

## 4. Empanelment of Institutions/universities/colleges within and outside states

a. It would be the responsibility of the State to empanel the eligible Institutes within and outside states where student can take admission. Students will be free to take admission in any Government School/ Institute/College/University within and outside the domicile State. In respect of Non- Government Schools/ Institutes/Colleges/Universities located within and outside domicile State, each State would empanel and prepare a list of such Non-Government Institutes and the courses for which such Institutes are eligible as per Group-I to IV. States would share such list with MoTA on its portal.

b. The state Govt. shall ensure that empanelled Non- Government Schools/ Institutes/Colleges/Universities located inside and outside the state possess

desired Infrastructure and has capacity to provide quality education. A mechanism will be devised for Inspection of such Institutes by domicile State in coordination with respective destination state where such Institute is located.

c. State Government before awarding scholarship to a student will verify registration, affiliation and accreditation, courses being offered and number of seats approved for each course in Schools/ Institutes/Colleges/Universities.

d. In the application form, it will be mentioned that the student is studying in an Institute outside the State/UT and data in respect of that Institute along with necessary affiliation and accreditation will be captured in online form.

e. The concerned Non-Government School/ Institute/College will not force the student to pay the fee if there is delay in disbursement of scholarship to student. It would be the responsibility of concerned State Government to ensure that the student is allowed to sit in the exams and attend classes even if there is delay in payment of fee by State Government. State may take such Undertaking from the Institutes at the time of empanelling them. The State will however ensure that any grievance of such School/Institute/College/University is addressed on priority. State may create special cell in Scholarship Division for empanelment, inspection and grievance redressal of such Non-Government School/ Institute/College, for which expenditure can be incurred from administrative expenses provided under the scheme as discussed in para 14 of guidelines.

f. The state may decide whether the entire fee will be credited to the account of student by DBT mode or the tuition fee may go to Institute and the stipend to the student.

## 5. Selection of candidates

i. All States/UTs are required to develop an Online Platform for inviting online applications and disbursement through DBT mode into the bank account of student. The states/UTs have option to opt for National Scholarship Portal for inviting such applications, if State/UT does not have own portal.

ii. The States/UTs would obtain necessary documents from applicants in support of eligibility of the applicants. Any student found to have stated wrong facts and misrepresented facts would become ineligible and debarred from any benefits of the scheme.

iii. Before initiating registration process, students are advised to carefully go through the instructions of State /NSP portal and take care of the following:

a) Candidates belonging to one State (Domicile State) but studying in other State will be awarded scholarships by the State to which they belong (domicile State) and will submit their applications to the competent authorities in their domicile State. The student can take admission in any Government Institute within or outside the state. As far as Non-Government Institutes are concerned, the students can take admission only in empanelled Institutes within and outside state as discussed in para 4(a) above.

b) The Bank Account details (A/c Number, IFSC Code) given in application is correct and keep the account active (i.e. non-dormant). The account should be held in the name of the student and linked with Aadhar and Mobile number to ensure timely DBT payment.

c) The resolution/quality of documents and photo uploaded is adequate and document is legible and clear.

d) The mobile number provided in the application is correct, active and belongs to the applicant or the parent. The student should preferably continue the same mobile number linked with the bank account for entire period of course.

e) The student/applicant should take timely action(s) on the SMS received from State owned portal/NSP

f) The applicant should follow up with Institutes for application verification before the deadlines.

g) The applicant should rectify the error(s) and comply with the remarks made in the application in case the application is marked as defective in State owned portal/NSP.

### 5.1. Role of Institute Nodal Officer (INO)

There will be a Nodal Officer for every Institute. The Institute Nodal officer using portal must adhere to the following:

a. The Nodal officer get registered in the portal with valid documents issued by the Institute
b. The Institute/School shall possess a valid AISHE/U-DISE/NCVT/SCVT code, before registering on the portal. In case the institute is not registered, the Nodal Officer can add it by providing the requisite details.
c. The primary role of the Institute Nodal officer is 1st Level verification of the applications submitted by applicants at portal. The Institute Nodal officer must verify the correctness of details in the application form and uploaded documents submitted by the student/ applicant, and maintain physical copies of supporting documents submitted by the student/ applicant. The District/State/Ministry Nodal Officer can ask for copies of these documents from the Institute Nodal Officers, as and when required.
d. The Institute Nodal officer has the option to either verify the application, reject the application or make the application defective. In case she/he chooses to reject or defect the application, the reasons for rejection or defect must be provided, so that the same can be displayed to the student/applicant.

### 5.2. Role of District/ State Nodal Officer

The primary role of District/ State Nodal officer is to verify the documents at second/third Level.

i. The District/ State Nodal Officer shall verify the correctness of details in the application form and uploaded documents submitted by the student/applicant as per guidelines of the related scheme.
ii. The District / State Nodal officer can either verify the application, make the Application defective or reject the application giving reason.
iii. The District / State Level Nodal officer shall monitor overall pendency of the applications for the scheme at Institute Level.
iv. The District / State Nodal officer shall ensure that the applications are scrutinized well-in-time by the Institute, thus avoiding the last-minute rush to verify the applications, that the same can be displayed to the student/applicant.

### 5.3. Role of Ministry:

The primary role of the Ministry is to monitor the overall progress of the scheme. The Ministry shall provide the guidelines to the States/UTs and for development of portal as per the requirements of the Ministry.

a. The Ministry shall provide PFMS configuration details (agency ID, Agency name, PFMS scheme code, DBT mission code, beneficiary type, payment purpose code) to States/UTs
b. The Ministries shall verify the correctness of Scheme configuration, including but not limited to the eligibility criteria, important dates etc.
c. The Ministries shall provide proper IT platform to facilitate state to upload beneficiary data on its portal and would issue necessary instructions to States/UTs.

**6. Documents required:** Students need to carefully go through State/ NSP portal for required documents to be uploaded with the application form as mentioned in clause 3 of guidelines.

a. Aadhar Number
b. Domicile certificate
c. Scanned copy of certificates, diploma, degree etc. in respect of all examinations passed.
d. Last qualified marks [percentage/Equivalent percentage in case of CGPA/OGPA etc.]
e. ST certificate issued by competent authority of State/UT.
f. Family Income Certificate.
g. Disability certificate.
h. Scanned copy of the passport size photograph

The State/UT may specify the procedure for issuing ST certificate, family Income Certificate and Disability certificate and the competent authority to issue such certificate. If the State has online system of issuing such certificate including certificate of examination passed, State/UT may link the State/UT portal through Digi locker so that the certificates placed in Digi locker can be fetched automatically.

**Note 1:-**Self-declarations or affidavits of self-assessment of income shall not be acceptable and the State/UT Governments shall make appropriate arrangementsto notify a competent income-certificate issuing authority for this purpose.

6.1. All States/UTs are required to establish a dedicated Helpdesk/Grievance redressal mechanism to address the students' query. The primary role of the Helpdesk at State/UT level is to provide first level assistance to the users at various levels of portal. The States/UTs shall:

a. Assist the student(s)/applicant(s) for filling the registration and application forms and provide technical support for queries on fee,Institution details etc.
b. Escalate the critical issues to State/NSP team, as and when required.

6.2. The States shall maintain a complete database of the beneficiaries under various other scholarship schemes to ensure de-duplication of the beneficiaries

## 7. Duration and renewal of scholarship

i. The scholarship will be payable for the entire course for which the application has been made.

ii. In the application form student will be required to mention the duration ofcourse. The award once made will be tenable from the stage at which it is given till the completion of course subject to good conduct and regularity in attendance.

iii. In case a student couldn't apply for scholarship for an eligible course in the 1st year of the course, he can apply for scholarship in 2nd or subsequent year and would be entitled for scholarship for the remaining duration of course from the date of application, subject to the eligibility.

iv. The scholarship to a student will be renewed from year to year provided he/she has completed the previous class successfully and moves to the next class.

v. In case he/she has failed in one year, he/she will not be entitled to scholarship till he/she clears that class and gets promoted to the next class.

vi. However, if a student is unable to appear in the annual examination owing to illness and/or on account of any other unforeseen event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the student would have passed had he/she appeared in the examination.

vii. In accordance with the Regulations of a University/institution, if a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

v. Stipend is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year for a maximum period of 10 months.

vi. In case of renewal of scholarship awarded in the previous years, stipend will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.

vii. Scholarship will not be paid for the period of internship/houseman-ship in the M.B.B, S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

viii. The scholarship is dependent on the satisfactory progress and conduct of the scholars. If it is reported by the Head of the Institution at any time that a student has by reason of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participatingin strikes, irregularity in attendance without permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarship or stop or withhold further payment for such period as it may think fit.

ix. If a student is found to have obtained a scholarship by false statements, his/her scholarship will be cancelled forthwith and the amount of thescholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.

x. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to the respective States/UTs to stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.

xi. A student is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.

xii. The regulations can be changed at any time at the discretion of the Government of India.

## 8. Announcement and timeline of the scheme

In order to ensure timely disbursement of Scholarship, it is necessary that States/UTs adhere to timelines for opening and closing of portal, verification of applications and disbursal of scholarship to students through DBT. State Governments/UT Administration will make all efforts to open the portal for inviting applications by 1st May. The State will be responsible for proper advertisement of the date of opening and closing of portal through print, social

and electronic media and all empanelled Institutions located outside the State are informed about opening and closing dates. The applicant should submit/upload the completed application to the prescribed authority before the last date prescribed for receipt of applications. The following timeline is suggested for opening, closing of portal, verification of students and Institute and disbursal of scholarship.

| PROCESS | FRESH | RENEWAL |
|---|---|---|
| **Registration for Students** | **1 April – 30th September** | **1 April– 30th September** |
| **Completion of verification of Institutes** | **30th October** | **30th October** |
| **Completion of verification by Institute/ State** | **15th November** | |
| **Disbursement of scholarship** | **31st December** | **15th November** |

The above-mentioned timelines are only suggestive. The State should make efforts that for the renewal students, the disbursement would start as and when the verification is complete.

Note 1: The State/UT may ensure that a dedicated cell under Scholarship Divisionis made which will be responsible for preparation of portal, grievance redressal in filling applications, integration of all Institutes including empanelled Institutes outside State with the portal, verification of documents and eligibility of student, course, checking of course fee and stipend, Aadhar linked bank account and disbursal of scholarship. The expenditure can be incurred from administrative expenses provided under the scheme as discussed in para 14 of guidelines.

## 9. Publicity & Inviting Application

The State Governments/U.T. Administrations suitably publicize the Schemeand invite applications by issuing an advertisement in local language, in the leading newspapers of the State and through their respective websites and other media outfits. The awareness programme may also be arranged in coordination with Civil Society Organization (CSOs)/NGOS/PRIs/any other stake holders.

## 10. Funding pattern of the scheme

The Scheme is a Centrally Sponsored Scheme implemented by the State Governments and Union Territory Administrations. The contribution from Government of India would be 75% and the state contribution would be 25%. In respect of North East states and hilly states, the contribution from Government of India would be 90% and the state contribution would be 10%. In case of UTs like Andaman & Nicobar without Legislative Assembly and own grants, Govt. of India's contribution will be 100%.

10.1. It is the endeavor of the Ministry to transfer scholarship to the students by DBT mode preferably using the Aadhar Enabled Payment System. The Ministry will devise a mechanism with NSP so that the Central share in the scheme can bereleased on DBT mode directly into the bank accounts of the students in consultation with states. The states will be required to complete necessary verification of the student at Institute, District and State level. After necessary verification, the state will share the data of the eligible students to the NSP, who in turn will release the amount to the bank account of the student. Necessary instructions in this regard will be issued after consultation with states. Till the time said mechanism is developed, the Central share of scholarship will be transferred to the states and the states/UTswith their contribution would disburse the scholarship amount through DBT directly in the bank account of the student.

## 11. Procedure for claiming and release of central assistance

(i). Central Assistance will be released to the States/UTs, in two or more instalments depending on availability of the funds and compliance by the State/UT as per General Financial Rules. Central Assistance would be released as per the guidelines issued by the Department of Expenditure (DoE), Ministry of Finance from time to time. The states will be required to comply with following conditions: -

a) The State has utilized the amount given in previous year and has submitted Utilization Certificate (UC).
b) The amount has been disbursed to beneficiaries and the expenditure is reflected in PFMS.
c) The State has also contributed their share in previous year corresponding to Central Share.
d) The state has submitted a Statement of Expenditure (SOE) of previous year, amount actually utilized supported by utilization certificate.
e) The state has opened the portal for inviting online applications.
f) The State has submitted estimated expenditure based on the actual expenditure of previous year.

(ii). Based on availability of funds and compliance by State/UT in respect of utilization of funds granted in previous year, the Central Share may be released to State/UT as per guidelines of DoE for timely disbursal of scholarship.

(iii). The final instalment would be released to state on submission Utilization Certificate (UC) of the grants already released and the amount has been disbursed to beneficiaries and the expenditure is reflected in PFMS. The state would also submit statement of expenditure giving details of total liability including central and state share.

## 12. Monitoring & Evaluation

Monitoring and Evaluation is used to assess the performance of the scheme and to ensure that the objectives for which the scheme is initiated are achieved. The purpose of monitoring and Evaluation is to improve current and future management of outputs, outcomes and impact. In this regard, DBT Mission has framed guidelines which have the following important components:

i. IT based system to ensure transparency for inviting application, verification and disbursal of funds.
**ii.** Data should capture beneficiary information, including **Aadhar Number and integrate with Aadhar CIDR.**
iii. The States/UTs should follow **Local Government Directory (LGD)** standard
iv. Institutions should use DISE/AISHE code.
v. Bank account should be linked with Aadhar and Integrated with PFMS/State Treasury
vi. Ministry to develop their own Scheme MIS
**vii.** The States/UTs to share beneficiary data in uniform **data exchange format**
viii. The State/UT Should integrate with DBT Bharat Portal for monthly reporting of data

**12.1.** In compliance of above guidelines, MoTA has developed DBT portal (dbttribal.gov.in) and has designed uniform data exchange format in consultation with States/UTs and DBT Mission. Portal has the following features:

I. Data sharing Modules to upload data through Webservices, Excel/CSV or manual data entry.
II. Communication Module for speedy communication with States/UTs. The module has given facility to States/UTs to upload, UC, SOE and other documents. There is facility to send bulk messages and email to State and notification when a document is uploaded on notice board.
III. Grievance Module: States can register technical query regarding issues pertaining to uploading of data, change of users, change in Log In ID and PW

or grievances relating to release of funds, mismatch of fund and beneficiary statements etc.

IV. Dynamic dashboard based on information shared by states in respect of beneficiaries and fund release for regular monitoring by States and MoTA.

**12.2.** In compliance of above guidelines, MoTA has developed DBT portal (dbttribal.gov.in) and has designed uniform data exchange format in consultation with States/UTs and DBT Mission. The Ministry will issue separate instructions to the state with regard to

(i). Use of DBT portal/NSP Portal for data sharing.
(ii). Integration of DBT/NSP Portal with State Portal,
(iii). Standardization of data,
(iv). Data Sharing Format
(v). MIS reports and Dashboard.

**12.3.** In case any fraudulent use of funds is detected, it would be the responsibility of the State/UT to get an enquiry conducted within a specific time limit. The State/UT will share the outcome of the enquiry to MOTA. The State will provide necessary support including provision of data, beneficiary details to monitoring Agency engaged by Evaluation and Monitoring Division of MoTA/ Development, Monitoring and Evaluation Office (DMEO) division of NITI Aayog or any other Central Agency required to review Output-Outcome or performance of the scheme.

**12.3.** MoTA will devise a mechanism to have periodic evaluation of the scheme through a specialized agency in coordination with State Government.

## 13. Transitory provision for existing beneficiaries

Identified beneficiaries of scholarships under the existing Post-Matric Scholarship Scheme for STs will also get the benefit of the revised rate of scholarship from effective date of revision of the scheme. As stated above against Note-2 to the table under para 3.4.1, existing students who have enrolled themselves in a particular course within or outside State as per the prevailing guidelines at the time of admission will continue to get the benefit in respect of fee fixed by the State for the remaining period of the course.

## 14. Central and State PMU

In order to ensure proper implementation of Scholarship scheme as per scheme guidelines, Government of India will provide funds for setting up CentralPMU and funds to State for setting up State PMU for which separate guidelines willbe issued.

### Role of State PMU

I. Maintenance and upkeep of State portal,

II. Data sharing requirement of DBT Mission,

III. Fund accountability requirement of PFMS,

IV. Output outcome requirement of NITI Aayog

V. grievance redressal mechanism,

VI. Integration of all Institutes including empanelled Institutes outside State with the portal,

VII. helpline for resolving students' query,

VIII. Examination of data analysis reports prepared by MoTA.

### Role of Central PMU

### a). Portal and Data requirements:

I. Maintenance and upkeep of DBT portal,
II. data sharing requirement with States including development of web services for DBT. States, NSP States and NSP Portal
III. web Services for Darpan, PMO and Performance Dashboard.
IV. Data Analytics and MIS reports.

a) Field visit and enquiry in case of evidence of misappropriation or misutilization of funds.
b) Interaction and capacity building of states though Video Conferencing, Training.
c) Engagement of professional agency for Periodical Monitoring & Evaluation of scheme as per requirement.

### 15. Change in the provisions of the scheme

The provisions of this Scheme can be changed at any time with the approval of Minister of Tribal Affairs, Government of India.

*****