

**Instructions for Students for filling the Application form in NSP 2020-21:**

**National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)**

1. National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme) is intended to encourage meritorious ST students to pursue courses at Graduate/Post Graduate level in identified Institutions of Excellence, Government and Private, in professional fields such as Management, Medicine, Engineering, Information Technology, and Law etc.
2. Total family income from all sources of the student shall not exceed Rs.6.0 lakh per annum for all ST students.

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 e.g. Salary, Interest Income, House property Income, Business Income, Agriculture Income, Income from any other Sources etc. It is clarified that Income for the purpose of scholarship is not the taxable Income as defined in Income Tax Act. Under the income tax act gross total income means Income after excluding the exempt income and total income means Income after giving deduction available under section 80. For the purpose of deriving family income, the deductions and exemption available in the Income Tax Act u/s 10, Section 80 or any other section will not be available in computing family income under the scheme.

**Note 2:** The income certificate given at the time of admission should be take 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 2020-21, the family income for financial year 2019-20 would be required.

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3. Student having secured admission in a full-time course in any of the 246 notified Institutions and as per the defined courses against those 246 Institutes will only be eligible to apply from that Institute for scholarship. (Enclosed List of 246 Institute List)
4. The total number of fresh Scholarship each year is 1000. There is no ceiling in Institution wise and stream wise number of slots for the Top-Class Institution. In case the number of candidates exceeds the number of available awards, the MoTA will select the candidates based on a criterion of marks obtained in the last passed examination. Slots will be provided to sub-categories in the following priority:

Priority	Category	Slots
1	Person with Disability (PWD)WD	5% of Total Slots
2	PVTG	50 Slots
3	BPL	50 slots
4	FEMALE	30% of Total Slots

5. The scholarship shall be payable once the student has secured admission and started attending the classes.
6. The scholarship awarded, will continue till the completion of the course, subject to satisfactory performance of the student provided by Institute on every year.
7. An end-to-end online portal **[www.scholarships.gov.in](http://www.scholarships.gov.in)** for application, processing, approval, disbursement and monitoring has been developed by NSP. Students after taking admission for the various courses in the notified Universities/Institutes will submit the application online for scholarships for the year 2020-21.

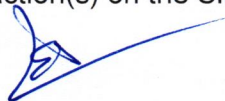




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8. The Scheme for Scholarship will be advertised in the National Scholarship Portal (NSP) every year and also available on Ministry of Tribal Affairs Website as per the dates decide by DBT Mission. Students shall after get registration/admission in the notified Universities/Institutes and after assessing their eligibility and suitability as per the criteria prescribed for Scholarship apply online through the Scholarship Portal strictly within the cutoff date and time given in the advertisement. The applications submitted after the cutoff date and time shall not be entertained/considered. Also, cutoff date of filling the application form by the student is decided by DBT Mission.
9. Provide correct and authenticated email id, as all the communications and One-time password related to portal activities will be sent on this email Id.
10. For students providing Aadhaar number to ensure that your name is correct in your Aadhaar id.
11. Provide correct and authenticated mobile number, as all the communications and One-time password related to portal activities will be sent as SMS on this mobile number.
12. The student/applicant must ensure that the resolution/quality of documents uploaded is adequate so that they are clear and readable.
13. The student/applicant must select the desired scheme from list of schemes available as per the eligibility criteria of the scheme(s).
14. The student/applicant must take timely action(s) on the SMS received from NSP.



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15. The student/applicant must follow with up the Institutes for application verification before the deadlines of verification at Institute level.
16. 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.
17. The student/applicant shall note that applications marked rejected / fake by the nodal officer during the verification/reverification process will not be able to consider for further processing on NSP.
18. The student/applicant must carefully select their institute. There are 2 stages i) If applicant selects some other Institute by mistake and application is finally submitted by the student at Institute level then applicant will have to approach to Institute which he/she has filled in the application and get their application marked defective from that Institute and then applicant can correct the Institute, ii) If applicant selects some other Institute by mistake and application if not finally submitted by the student at Institute level then student can change the Institute name anytime.
19. **For all Fresh Students** (students who have not received the scholarship earlier from the Ministry irrespective of the course year i.e. 1,2,3,4,5):

Students are applying for scholarship for the first time (**Fresh Students**) in 2020-21 need to "Register" on the portal as fresh applicant by providing accurate and authenticated information as printed on their documents in the "**Student Registration Form**". Students have to Click on the option "New Registration", on the home page of National Scholarships Portal. Fill up the application as per the instructions given by the system then click on save button. After saving, student will get a "Temporary ID". The system will instruct the applicant to submit his/her Temporary ID and date of birth to fill subsequent details. Once registration is complete on click of submit button, a Permanent Registration ID is generated which can be used for Renewal and tracking the status of application.





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20. **For all Renewal Students:** They have to click on login button available on the home page of National Scholarships Portal. Student have to click on the current year i.e. 2020-21 to apply as Renewal student to avail the scholarship for 2020-21. Then student will apply with their Application Id and Date of Birth which they registered application id of previous year.
21. Students while filling the application should fill only his/her correct bank account details like Account No, IFSC Code, Aadhaar linked number and your Aadhar No. must be seeded with NPCI (National Payment Corporation of India) and keep the account active (i.e. non-dormant) and functional to receive the scholarship amount. Ministry will not be responsible for releasing scholarship if above mentioned details are wrong. Please don't give any relatives Bank Account details in NSP Application form. Please note No Jandhan Account details to be given in the application form, Limit for receiving amount in the bank account should be more than Rs. 50,000/-, the account should be major account.
22. A Student can't apply for more than one Scholarship Scheme. Application form will be rejected if any student applied for more than one scheme.
23. The student/applicant must ensure that the Bank Account details (A/c Number, IFSC Code) submitted is correct and account is under the student's name. Also 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). Please don't enter your parent's or friend's bank account number in NSP application form.
24. The student/applicant shall note that NSP provide only one chance of updating bank accounts after the final submission of application (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.



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25. Students have to enter marks only in percentage in NSP Application form and not in CGPA. If you have received marks in CGPA then you have to convert the same as per standard format and marks entered by you should be approved by your institute.
26. Income and Caste Certificates must be issued by the Competent Authority (Documents signed by Notary is not valid).
27. For the first year the income certificate should have been issued by the competent authority. From second year onwards students can submit self-certified income certificate.
28. Please find below the list of documents which are mandatory to upload by the students and which are not mandatory by the students to upload in NSP application form:
- a. **Mandatory Documents:**
- i. Student Photograph
  - ii. Upload latest Income for the year 2019-20 and which should be issued by state revenue officer not below the rank of Tehshildar signed and stamped (Certificate signed by Notary is not valid).
  - iii. Caste Certificate signed and stamped by Competent Authority (Certificate signed by Notary is not valid)
  - iv. Scanned Copy of the Passbook clearly showing the account number and name of the student
  - v. Student Fee Receipts





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- vi. Scanned Copy of Marksheet of Last Academic Qualification: Upload Marksheet as per criteria mentioned below:
- If you are applying as **Fresh Student** (irrespective of course year i.e. 1, 2, 3, 4, 5) and if you have not received scholarship earlier from this Ministry then under Previous Class/Course Name you should mention 12<sup>th</sup> or Graduate. Also, under column "Previous Passing Year" they should mention the Year of their Previous course like for 12<sup>th</sup> or Graduate based on the course presently they are applying in NSP and if you are applying for Graduate level course then you have to upload your 12<sup>th</sup> class aggregate marksheet. If You are applying as **Renewal Student** with previous year application id then you have to upload previous year/semester course (in which you are presently studying) Marksheet attested by the Institute
  - If you are applying as **Fresh Student** (irrespective of course year i.e. 1, 2, 3, 4, 5) and if you have not received scholarship earlier from this Ministry and if you are applying for Post Graduate level course then you have to upload your Graduate level aggregate marksheet. If you are applying as **Renewal Student** with previous year application id then you have to upload previous year course Marksheet attested by the Institute (in which you are presently studying)
- vii. Bonafide Student of the Institution
- b. Not Mandatory documents **but Mandatory if you fall under below Categories:**
- i. **PVTG (Particularly Vulnerable Tribe Group ) Certificate (this document is Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry) :** If you comes under PVTG category (as per the PVTG list available on Ministry of Tribal Affairs Website) and you are applying as **FRESH student** (student who have earlier not received scholarship from this Ministry) then you **MUST** have to upload this document mandatory.



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- ii. **BPL (Below Poverty Line) Certificate (this document is Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry) :** If you comes under BPL category and you are applying as **FRESH student** (student who have earlier not received scholarship from this Ministry) then you **MUST** have to upload this document mandatory issued by Competent Authority.
- iii. **Divanygjan (Disability) Certificate (this document is Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry):** Disability Certificate issued by the Competent Authority Designated by District Medical Officer / Civil Surgeon of the Govt. Hospital
- iv. **Computer Purchase Receipts if applicable:** Not mandatory
- v. **Books and Stationery Receipts:** Not mandatory





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29. Please find below the **Financial Assistance details** provided by Ministry of Tribal Affairs under "National Fellowship and Scholarship for Higher Education" (Top Class Scholarship Scheme) to ST students whose applications are finally verified and who will select in Merit List of 1000 students ( in case of Fresh category ) and in case of Renewal students , all students whose applications are finally verified by Ministry :

Component	Details	Remark
Tuition Fees	Fees full tuition fee and other non-refundable dues in respect of Government/Government funded institutions.	There will be a ceiling of Rs.2.50 lakhs per annum per student for private sector institutions
Books & Stationery	@ Rs.3000/- per annum per student	without bills/vouchers
Living expenses(It means hostel charges and it will be reimburse to the students who resides in the hostel premises means Hosteller and not for Day scholars who reside outside the hostel)	2200/-per month Amount will be provided as per actuals subject to maximum ceiling	26400/- per annum
Computer& Accessories	Rs.45000/- (One time assistance during the tenure of his course)	Computer may be Desktop/Laptop etc. The accessories may, interalia, include all kind of printers, CDs/DVDs, Keyboard, Mainboard, Motherboard, Hard Disk Drive, Mouse, Sound adapters, Toners, Speakers, USB Hubs/Cables, Memory Chips, Memory Card readers etc.(Receipt of computer purchase must be uploaded in the portal and receipt should be in the name of the student.

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**NOTE: Please note as under:**

- i. Total amount of Admission Fees and Tuition Fees which is filled by in the application form by **INSTITUTE Nodal Officer** in National Scholarship Portal will be transfer in your Institute account by the Ministry **if your Institute is doing expenditure through PFMS EAT Module and your Institute name is reflecting in OT-59 report of PFMS and in PFMS EAT-02 report your institute expenditure, UC status is coming correct as per Department of Expenditure, Ministry of Finance instructions.**
  - ii. Total amount of: Books and Stationery, Computer & Accessories, Living Expenses and Non-Refundable Charges which is filled by your **INSTITUTE Nodal Officer** in **Misc. Fee Column** in NSP application form will be transfer in student's account by the Ministry in DBT Mode.
30. Students should note that in the **Misc. Fee Column** in the Application form in NSP Portal **your INSTITUTE Nodal Officer** should enter total of below components amount:
- i. Books and Stationery: Rs. 3000/- per annum
  - ii. Computer/Laptop Amount: Rs. 45000/- or as per the actual purchase amount but should not exceed Rs. 45000/- and also computer Bills / Vouch should be in the student's name (if any, student have received the computer charges earlier from this Ministry then again, he is not eligible to receive the same)
  - iii. Living Expenses/Hostel Charges: Rs. 26400/- Per Annum
  - iv. Non-Refundable Charges: As per Institute norms
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31. "Admission Fees" should be filled in the column "Admission fee" by **your INSTITUTE Nodal Officer**. It would be transfer in your institute account by the Ministry if **your Institute is doing expenditure through PFMS EAT Module and your Institute name is reflecting in OT-59 report of PFMS and in PFMS EAT-02 report your institute expenditure, UC status, Unspent Balance is coming correct as per Department of Expenditure, Ministry of Finance instructions.**
32. "Tuition Fees" should be filled in the column "Tuition Fees" by **your INSTITUTE Nodal Officer**. It would be transfer in your institute account by the Ministry if **your Institute is doing expenditure through PFMS EAT Module and your Institute name is reflecting in OT-59 report of PFMS and in PFMS EAT-02 report your institute expenditure, UC status is coming correct as per Department of Expenditure, Ministry of Finance instructions.**
33. **Your INSTITUTE Nodal Officer MUST** be very careful in entering the fees details in the "Misc Fees Column" as once filled/verified cannot be altered at Ministry level. Later if student will complaint that he/she have received short payment, Ministry is not responsible for this as application comes at Ministry level after your Institute level verification. Ministry always given instructions to the Institute to verify and fill correct fees of the students as per the norms of the scheme and check other documents also before sending at Ministry level.
34. **FRESH STUDENTS** : Please note students who are applying in NSP under "**Fresh Category**" and have not received any scholarship from Ministry of Tribal Affairs irrespective of their course year (1, 2, 3, 4, 5) they should keep a note of below points for marks:
- i. Under column Previous Class / Course Name **they should mention 12<sup>th</sup> or Graduate.**



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- ii. Under column "Previous Passing Year" they should mention the Year of their previous course for which they are presently applying in NSP. If any student is studying in Graduate level course, they have to enter Previous Passing Year of 12<sup>th</sup> Class. If any student is studying in Post Graduate level course, they have to enter Previous Passing Year of Graduation.
  - iii. Under column "Previous Class %" they enter marks as per below norms:
    - a. Students who are presently studying in Graduate level course should enter 12<sup>th</sup> class aggregate marks and percentage (**Marks should be in Percentage and not in CGPA**)
    - b. Students who are presently studying in Post-Graduation level course should enter their Graduation level aggregate marks and percentage (**Marks should be in Percentage and not in CGPA**)
  - iv. Upload Marksheet as per below criteria:
    - a. If you are applying for Graduate level course then you have to upload your 12<sup>th</sup> class aggregate marksheet.
    - b. If you are applying for Post Graduate level course then you have to upload your Graduate level aggregate marksheet
35. **Renewal students** (who have earlier received scholarship from this Ministry) but for some reason they are not able to apply under Renewal section in the NSP with the previous year application id and they have applied under "Fresh category" with New Application Id, for such students, Please note as under :
- i. Your Institute **MUST** convey to this Ministry that this student has already received the scholarship from this Ministry and the year in which he has received the scholarship. Your Institute should give your Previous Year application id to this Ministry. Also, your Institute should give to this Ministry in writing that Please treat this student as Renewal and Please don't treat the student as a Fresh student and don't take his/her name in the Merit List generation of 1000 students.
  - ii. You have to upload your previous year/semester marksheet and enter previous year/semester marks and percentage although you have applied under Fresh category.





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36. Students who will apply under “Renewal Category” with their previous year application id have to upload their previous semester/year course Mark sheet and enter previous year/semester marks and percentage in which they are presently studying.
37. In case student's application marked by the Institute as “Defective” for any reason, note that application will come at your level for necessary updation. You have to make the necessary changes in your application and then click on the submit button and your application will again go online to Institute level for verification.
38. Renewal Students ( who have already received the scholarship from this Ministry) are facing any technical issue in filling the application form in NSP or any other issue then they can send the grievance in the Grievance portal of Ministry of Tribal Affairs ([tribal.nic.in/grievance](http://tribal.nic.in/grievance)) and steps to register on grievance portal is as under:



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**Step -1:Open URL of Grievance**

URL:- <https://tribal.nic.in/Grievance/>

The screenshot shows the 'User Login (For Grievance)' page on the website [tribal.nic.in/Grievance/](https://tribal.nic.in/Grievance/). The page header includes the Ministry of Tribal Affairs logo and name in Hindi and English. The login form contains the following fields and buttons:

- User ID:** Enter Registered Email ID
- Password:** Enter Password
- Captcha Code:** Z G H K
- Enter Captcha:** Enter Captcha Code as shown above
- Login** button
- Register Yourself** button
- [Forgot Password ?](#) link
- [Re-Registration of Rejected University/ Institute](#) link
- [Steps for Research Details updation](#) link

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## Instructions for Students for filling the Application form in NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

#### Step -2: - Register Yourself with proper information

Click “**Register Yourself**” button to get registration. It will open Registration Form for Student.

On Registration Form, select “**Student**” and “**Top Class**” option and fill all required information.

The screenshot shows the web interface for the National Scholarship Portal (NSP) 2020-21. The header includes the Ministry of Tribal Affairs logo and name. A navigation bar contains a "Back to Login" button. The main heading is "Students/ Universities Registration For Grievance". Below this, there are two radio buttons: "Student" (selected) and "University/ Institute". Under "Student", there are two radio buttons: "National Fellowship" (selected) and "Top Class". The form fields are as follows:

- Scholarship\*: (Radio buttons for National Fellowship and Top Class)
- Awardee No/ Application ID\*: (Text input field)
- Contact Person Name\*: (Text input field)
- Mobile Number \*: (Text input field)
- Alternate Mobile Number (Optional): (Text input field)
- Email ID\*: (Text input field)
- Set Password \*: (Text input field)
- Retype Password \*: (Text input field)
- Captcha Code: (Text input field)

The "Register" button is located at the bottom right of the form. The footer contains the copyright notice: "Copyright © 2018. All rights reserved. Content Managed by Ministry of Tribal Affairs. Last Updated on : 05/08/2019".

Note: - Your given email id is your USER ID for Login in Grievance.

## Instructions for Students for filling the Application form in NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

#### Step -3: - Login [for registered user only]

The screenshot shows the 'User Login (For Grievance)' page. At the top, there is a header with the Ministry of Tribal Affairs logo and name. The main content area has a title 'User Login (For Grievance)' and a form with the following fields: 'User ID:' (labeled 'Enter Registered Email ID'), 'Password:' (labeled 'Enter Password'), 'Captcha Code:' (with a captcha image showing '6 3 5 6'), and 'Enter Captcha:'. Below the form are two buttons: 'Login' and 'Register Yourself'. There are also links for 'Forgot Password?' and 'Re-Registration of Rejected University/ Institute Steps for Research Details updation'. At the bottom, a footer contains copyright information: 'Copyright © 2018 All rights reserved. Content Managed by Ministry of Tribal Affairs. Last Updated on : 05/09/2018'.

After successful registration, you can login with your given EMAIL ID and PASSWORD.

Once you get login, you can send your Query/ Grievance and you will see the response of Query/ Grievance also after login.



## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

**Question 1:** *Who are eligible to apply for National Fellowship and Scholarship for Higher Education of ST Students Scheme (earlier known as Top Class Scholarship Scheme)?*

**Answer 1:** Eligibility conditions to apply for "National Fellowship and Scholarship for Higher Education of ST Students" Scheme (earlier known as Top Class Scholarship Scheme) are given below:

- i. ST students who have secured admission in the identified 246 Top Class Institutions by Ministry of Tribal Affairs and according to the norms prescribed by the respective Institutions will be eligible for the scholarship under the scheme.
- ii. The total family income of the candidate to be eligible for this scholarship from all sources should not exceed Rs.6.0 lakh per annum.

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

- a. 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.
- b. 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.
- c. 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.

**Note 1: Definition of Income** - Income means gross income including income from all sources e.g. Salary, Interest Income, House property Income, Business Income, Agriculture Income, Income from any other Sources etc. It is clarified that Income for the purpose of scholarship is not the taxable Income as defined in Income Tax Act. Under the income tax act gross total income means Income after excluding the exempt income and total income means Income after giving deduction available under section 80. For the purpose of deriving family income, the deductions and exemption available in the Income Tax Act u/s 10, Section 80 or any other section will not be available in computing family income under the scheme.

**Note 2:** 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 2020-21, the family income for financial year 2019-20 would be required.

**Question 2:** *Where can I get the 246 Top Class Institute List?*

**Answer 2:** You have to Click URL <https://tribal.nic.in/> ----> Menu ---> Schemes ---> Scheme Guidelines ---> Scholarships ---> Revised Guidelines of "National Fellowship and Scholarship for Higher Education of ST Students " ----> 246 Identified Top Class Institutes List



## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

**Question 3:** *What is the slot for Fresh scholarship every year?*

**Answer 3:** The total number of fresh Scholarship each year is 1000.

**Question 4:** *Is there any ceiling in Institute wise and stream wise number of slots for Top Class Institutes?*

**Answer 4:** There is no ceiling in Institution wise and stream wise number of slots for the Top-Class Institution.

**Question 5:** *How can I apply online for scholarship?*

**Answer 5:** In order to apply online, please visit the website through URL [www.scholarships.gov.in](http://www.scholarships.gov.in)

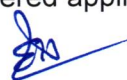
**Question 6:** *What is the last date for submitting applications online?*

**Answer 6:** Opening and closing dates of portal has been decided by DBT Mission and same is available on National ScholarshipsPortal. Also, dates are available on MoTA Website and Ministry also communicated the same with the Institutes and States.

**Question 7:** *How to submit the online application? Should I need the user id and password to apply for scholarship?*

**Answer 7:** Applying procedures for Scholarship Schemes for both Fresh and Renewal are given below:

- i. **Fresh Students** (students who have not received the scholarship earlier from the Ministry irrespective of the course year i.e. 1,2,3,4,5): Students applying for scholarship for the first time (**Fresh Students**) need to "Register" on the portal as fresh applicant by providing accurate and authenticated information as printed on their documents in the "**Student Registration Form**". Student have to Click on the option "New Registration", on the home page of National Scholarships Portal. Fill up the application as per the instructions given by the system then click on save button. After saving, student will get a "Temporary ID". The system will instruct the applicant to submit his/her Temporary ID and date of birth to fill subsequent details. Once registration is complete on click of submit button, a Permanent Registration ID is generated which can be used for Renewal and tracking the status of application.
- ii. **Renewal Students:** They have to click on login button available on the home page of National Scholarships Portal. Student have to click on the current year i.e. 2020-21 to apply as Renewal student to avail the scholarship for 2020-21. Then student will apply with their Application Id and Date of Birth which they registered application id of previous year.





## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

*Question 8: I am a Renewal student but while applying in NSP under Renewal category, I have clicked on "Withdraw your application button" button by mistake then how can I again apply for Renewal?*

**Answer 8:** In this case you can't apply again in Renewal category with the same application id. You have to again register yourself and fill your application under Fresh category. Also, under course year option available in the application form, please mention your present course year and upload your Semester Mark sheet of the course in which you are presently studying and enter your semester marks in NSP application form.

*Question 9: I have been received scholarship from this Ministry in 2018-19 but for some reason I have not applied in 2019-20. Now while applying in 2020-21 in NSP under Renewal category, I am not able to apply with the previous application id. What is the reason for this?*

**Answer 9:** If you have not applied in 2019-20 then you can't apply in NSP in 2020-21 with the previous application id. Now you have to again fill your application under Fresh category and under course year mention your present course year and upload your Semester Marksheet of the course in which you are presently studying and enter your semester marks in NSP application form.

*Question 10: Which fields in the application form are mandatory?*

**Answer 10:** Fields provided with red asterisk (\*) mark are mandatory fields.

*Question 11: Do I have to fill up the online application in one sitting?*

**Answer 11:** No. You can fill up the online application in as many sittings as you wish, until you are satisfied that you have entered all desirable fields correctly. The software provides facility to save your application at every stage.

*Question 12: Is there any permanent ID? How will it be communicated to me?*

**Answer 12:** Yes, an Application ID (Permanent ID) will be provided to the candidate once his/her Registration is done. It will be conveyed to candidates through SMS and e-mail. Students should memorize their Application ID as it will be required while applying for Fresh/renewal scholarship.

*Question 13: How to I check the status of my application?*

**Answer 13:** Student can check the status of Online Application by submitting his/her Permanent id and Date of Birth and open the link "Check yourStatus".

*Question 14: What is UID number/Aadhaar Number?*

**Answers 14:** UID number otherwise known as 'Aadhaar' number is Unique Identification Number given by Unique Identification Authority of India (UIDAI). Aadhaar is unique 12-digit number assigned after de-duplication of biometrics.



## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

**Question 15:** *What is the size of documents to be uploaded in the Scholarship Portal?*

**Answer 15:** The format of the file should be .pdf and .jpeg and the size of each document should not exceed more than 200 KB.

**Question 16:** *Do I need mobile number for applying for scholarship scheme through National Scholarship Portal?*

**Answer 16:** Yes, mobile number is compulsory for applying for Scholarship Scheme through National Scholarship Portal.

**Question 17:** *Do I need an email ID for applying for scholarship?*

**Answer 17:** Email ID is required at registration but, it is not compulsory.

**Question 18:** *Can I apply for more than one Scholarship Scheme?*

**Answer 18:** A student can't apply for more than one Scholarship Scheme.

**Question 19:** *Do I need to get my Aadhaar Card to apply for Scholarship?*

**Answer 19:** Aadhaar No. is not Mandatory for the Students in order to Register and fillup the application form online. Students can apply for Scholarship without entering the 12-digit Aadhaar no. but in that case, they have to enter Aadhaar Enrollment ID and upload scanned copy Bank Passbook with Photograph, in PDF or JPEG format (Maximum size 200 KB). The student will also be required to upload bonafide student certificate from Institute / School in along with their application form.

Aadhaar Number could also be used for crediting scholarship amount in the bank account linked\* to your Aadhaar number in fast track mode.

\*To link your bank account with Aadhaar number for receiving scholarship in the same, please visit your bank branch and submit a "bank consent form for receiving DBT". You can check which bank is linked to your Aadhaar number on NPCI mapper here <https://resident.uidai.gov.in/bank-mapper> or through Aadhaar-enabled micro-ATM machine of any of these banks.

**Question 20:** *How to view the scheme guidelines of National Fellowship and Scholarship for Higher Education of ST Students ?*

**Answer 20:** You have to Click URL <https://tribal.nic.in/> ----> Menu ---> Schemes ---> Scheme Guidelines ---> Scholarships ---> Revised Guidelines of "National Fellowship and Scholarship for Higher Education of ST Students "

**Question 21:** *How to I know the deadline for verification of application at Institute/Ministry level?*

**Answer 21:** Deadline of verification of application at Institute/Ministry level is available on the NSP portal. Ministry communicates the same to your institute and you can check from your institute also.





## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

*Question 22: How to overcome the problem of Login even after getting system generated Application ID and DOB as Password?*

**Answer 22:** The "Forgot Application Id" option may be used and this problem can be overcome by using Search by Bank Account Number and Search by Mobile Number.

*Question 23: What precautions should I take while entering the bank account details in NSP application form?*

**Answer 23:** The student/applicant must ensure that the Bank Account details (A/c Number, IFSC Code) submitted is correct and account is under the student's name. Also 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 account etc., which may hamper scholarship credit in account should be complied with). Please don't enter your parent's or friend's bank account number in NSP application form.

*Question 24: If I have done mistake in entering some bank account details in my application form in NSP, do updation of account details option is available in application form?*

**Answer 24:** The student/applicant shall not 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.

*Question 25 : My registered bank account (in NSP) is closed by me due to some reasons, I want to change my Bank account details for renewal So please give me option to change in Bank details.*

**Answer 25 :** NSP is not allowing any Renewal student to change the bank account.

*Question 26: What is the reason if National Fellowship and Scholarship for Higher Education of ST Students Scheme is not coming in drop down list?*

**Answer 26:** As per the inputs provided by the student, if these do not fit as per the Guidelines, then only National Fellowship and Scholarship for Higher Education of ST Students is not available in the drop-down list.

*Question 27 : If by mistake I have selected wrong Institute which is not as per 246 Top Class Institutes List then how can I correct the same ?*

**Answer 27 :** If by mistake a student/applicant has chosen wrong institute then there are 2 stages i) If applicant selects some other Institute by mistake and application is finally submitted by the student at Institute level then applicant will have to approach to Institute which he/she has filled in the application and get their application marked defective from that Institute and then applicant can correct the Institute, ii) If applicant selects some other Institute by mistake and if application is not finally submitted by the student at Institute level then student can change the Institute name anytime.





## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

*Question 28 : I am unable to login into the NSP for renewal of ST scholarship using the same ID that I received last year. Website says no record found. What is the reason ?*

**Answer 28 :** The reason for why you are unable to apply in NSP with previous year Application id is that because in last year you have filled the Course duration details in Course Year column. In the course year you have to mention present year in which you are studying . Might be you have filled complete duration of your course in Course Year column. **For example :** Your present course year is 2 and Duration of your course is 3 . In NSP last year in your application under course year column you have filled "3" instead of "2", so NSP picks up from Course duration database that your course has already been completed. So when in present year you are applying with same previous year id , NSP is not allowing you to fill the application because duration of your course is already completed. So in the Course Year column you have to fill year for which you are applying for scholarship in NSP.

*Question 29 : I am a student of 2018-19 batch when I was in first year and I got scholarship also. But I got year back and thus couldn't apply for renewal in 2019-20 session. Now I am promoted and want to apply for scholarship. Whether I should apply as renewal or as fresh. I have tried to apply as renewal but when I have entered my 2018-19 application ID and password, nothing is showing ?*

**Answer 29 :** Student have to apply in NSP in 2020-21 for the year 2020-21. He is not eligible to receive scholarship for the year i.e. 2019-20. Also in the NSP he has to apply under Fresh category as Renewal Student. Also your Institute have to inform to this Ministry that you are a Renewal student and the year of scholarship in which you have received the scholarship so that Ministry will not consider your name in the generation of Merit List of 1000 students list.

*Question 30 : I am in the fifth year and he I did not apply for the 2016-17. At present I am in the fifth year. Also I have received scholarship from the Ministry for rest of the years i.e. from 2017-8 till 2019. Only in 2016-17 I have not applied and not received the scholarship. Can I apply for the scholarship in 2020-21 for 2016-17 scholarship?*

**Answer 30 :** In 2020-21 a student is eligible to receive the scholarship only for 2020-21 and he can't apply in 2020-21 for 2016-17 scholarship or any previous year scholarship .

*Question 31: If I am applying for the first time (not received scholarship earlier from the Ministry) in NSP for scholarship which marks and percentage I have to enter?*

**Answer 31:** Students who are applying first time (not received scholarship earlier from the Ministry) in NSP under Fresh category and have not received scholarship earlier from this Ministry under "National Fellowship and Scholarship for Higher Education of ST Students", irrespective of course year (1, 2, 3, 4, 5), they have to enter 12<sup>th</sup> class aggregate marks and percentage if they are presently studying in Graduation level course and students who are presently studying in Post-Graduation level course they have to enter their Graduation level aggregate marks and percentage. Please note marks should be in percentage and not in CGPA.

*Question 32: If in previous year I have received scholarship from this Ministry under the same scheme which marks and percentage should I have to enter in NSP application form ?*

**Answer 32:** You have to upload your previous semester (in which you are presently studying in your institute) marksheets and enter the previous semester marks



## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

*Question 33: If my application has been marked by my Institute / Ministry in Defective mode then how again I have to submit my application at Institute / Ministry level?*

**Answer 33:** Please note as under:

- i. If your application has been marked in Defective mode by your Institute, then your application is available at your level, you have to do the necessary updation in your application form and click on SUBMIT Button and application will go online at your Institute level for verification. After verification of application done by your institute, application comes at Ministry level for final verification.
- ii. If your application has been marked in Defective mode by Ministry, then your application is available at your level, you have to do the necessary updation in your application form and click on the SUBMIT Button and application will go online at your Institute level. After verification of application done by your institute, application comes at Ministry level for final verification.

*Question 34: Can I fill CGPA marks in NSP application form?*

**Answers 34:** Students have to enter marks only in percentage and not in CGPA. If you have received marks in CGPA then you have to convert the same in percentage as per standard format and marks entered by you should be approved by your institute.

*Question 35: Do I have to upload all the documents which is being asked in NSP application form even my fees is less than Rs. 50,000/- as while filling the application form in NSP, it shows no need to upload documents if your fees is less than Rs. 50000/-*

**Answer 35:** Please note as under:

- a. You have to mandatory upload below documents in your application form:
  - i. Student Photograph
  - ii. Upload latest Income Certificate for the year 2019-20 (as mentioned above in Answer No. 1) and it should be issued by state revenue officer not below the rank of Tehshildar signed and stamped .
  - iii. Caste Certificate signed and stamped by Competent Authority
  - iv. Scanned Copy of the Passbook clearly showing the account number and name of the student
  - v. Student Fee Receipts
  - vi. Scanned Copy of Marksheet of Last Academic Qualification. Upload Marksheet as per criteria mentioned below:
  - vii. If you are applying as **Fresh Student** (irrespective of course year i.e. 1, 2, 3, 4, 5) and if you have not received scholarship earlier from this Ministry and if you are applying for Graduate level course then you have to upload your 12<sup>th</sup> class aggregate marksheet. IF you are applying as **Renewal Student** with previous year application id then you have to upload previous year/semester course Marksheet (in which you are presently studying)
  - viii. If you are applying as **Fresh Student** (irrespective of course year i.e. 1, 2, 3, 4, 5) and if you have not received scholarship earlier from this Ministry and if you are applying for Post Graduate level course then you have to upload your Graduate level aggregate marksheet. IF you are applying as **Renewal Student** with previous year

## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

application id then you have to upload previous year/semester course Marksheet (in which you are presently studying)

ix. Bonafide Student of the Institution

b. Below documents are optional to be upload in your application form **but mandatory if you falls under below categories:**

- i. **PVTG (Particularly Vulnerable Tribe Group) Certificate**(this document is **Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry**): If you comes under PVTG category (as per the PVTG list available on Ministry of Tribal Affairs Website) then you have to upload this document mandatory.
- ii. **BPL (Below Poverty Line) Certificate** (this document is **Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry**): If you comes under BPL category then you have to upload this document mandatory issued by Competent Authority
- iii. **Computer Purchase Receipts if applicable:** Not mandatory
- iv. **Books and Stationery Receipts:** Not mandatory
- v. **Divanygjan (Disability) Certificate** (this document is **Mandatory if you falls under this category and you are applying as a Fresh student and you have not received scholarship earlier from this Ministry**): Disability Certificate issued by the Competent Authority Designated by District Medical Officer / Civil Surgeon of the Govt. Hospital

*Question 36: If I belong to Rajasthan, do I have to upload Income Certificate signed by Competent Authority or can I upload certificate signed by Notary?*

**Answer 36:** No, you have to upload Income Certificate signed and stamped by Competent Authority like Tehsildar, Deputy Commissioner and Executive Magistrate etc. Income Certificate signed by Notary is not valid certificate.

*Question 37: For every year while applying in NSP should I have to upload Income Certificate signed by Competent Authority?*

**Answer 37 :**

For the first year the income certificate should have been issued by the competent authority. From second year onwards, student can submit self-certified income certificate.





## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

*Question 38: If I am living outside the hostel premises or in rented accommodation, will am I eligible to receiving Living Expenses / Hostel Charges?*

**Answer 38:** Living Expenses / Hostel Charges will be reimbursed to the students who resides in the hostel premises means Hosteller's and not for Day scholars who reside outside the hostel or in rented accommodation.

*Question 39: What is the selection procedure of generation of Merit List of 1000 students every year?*

**Answer 39:** The total number of fresh Scholarship each year is 1000. There is no ceiling in Institution wise and stream wise number of slots for the Top-Class Institution. In case the number of candidates exceeds the number of available awards, the MoTA will select the candidates based on a criterion of marks obtained in the last passed examination. Slots will be provided to sub-categories in the following priority:

Priority	Category	Slots
1	Person with Disability (PWD)WD	5% of Total Slots
2	PVTG	50 Slots
3	BPL	50 slots
4	FEMALE	30% of Total Slots

*Question 40 : Will I get scholarship even if my name is not in the merit list ?*

**Answer 40:** No you are not eligible to receive scholarship if you are not selected in the Merit List. Only students who are selected in 1000 Merit List of Fresh students every year are eligible to receive the scholarship.

*Question 41: I have not selected in 1000 Merit List of Fresh student and my name is not in the list of provisionally selected candidates for the academic 2019-20. So, please can you inform me do I have chances to be select in next academic year 2020-2021 if I will apply ?*

**Answer 41 :** Your name will come in 2020-21 Merit List of 1000 Fresh students or not depends upon the criteria of Merit List generation decided by the competent authority.

*Question 42: If I have received the computer charges earlier from the Ministry am I eligible to receive the same in next year if I have lost my computer?*

**Answer 42:** Computer charges will be given to the student once during the tenure of the course.



## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

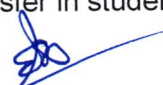
**Question 43:** What is Financial Assistance provided by the Ministry under "National Fellowship and Scholarship for Higher Education" (Top Class Scholarship Scheme)?

**Answer 43:** Please find below the Financial Assistance details provided by Ministry of Tribal Affairs under "National Fellowship and Scholarship for Higher Education"(Top Class Scholarship Scheme):

Component	Details	Remark
Tuition Fees	Fees full tuition fee and other non-refundable dues in respect of Government/Government funded institutions.	There will be a ceiling of Rs.2.50 lakhs per annum per student for private sector institutions
Books & Stationery	@ Rs.3000/- per annum per student	without bills/vouchers
Living expenses (It means hostel charges and it will be reimbursed to the students who resides in the hostel premises means Hostellers and not for Day scholars who reside outside the hostel)	2200/-per month Amount will be provided as per actuals subject to maximum ceiling	26400/- per annum
Computer & Accessories	Rs.45000/- (One-time assistance during the tenure of his course)	Computer may be Desktop/Laptop etc. The accessories may, interalia, include all kind of printers, CDs/DVDs, Keyboard, Mainboard, Motherboard, Hard Disk Drive, Mouse, Sound adapters, Toners, Speakers, USB Hubs/Cables, Memory Chips, Memory Card readers etc. (Receipt of computer purchase must be uploaded in the portal and receipt should be in the name of the student).

**NOTE:** Please note as under:

- Total amount of **Admission Fees and Tuition Fees** which is filled by your **INSTITUTE Nodal Officer** in the application form in National Scholarship Portal will be transfer in your Institute account by the Ministry if your Institute is doing expenditure in PFMS EAT Module and your Institute name is reflecting in OT-59 report of PFMS and in PFMS EAT-02 report your institute expenditure, UC status is coming correct as per Department of Expenditure, Ministry of Finance Instructions.
- Total amount of: Books and Stationery, Computer & Accessories, Living Expenses and Non-Refundable Charges which is filled by your **INSTITUTE Nodal Officer** in **Misc. Fee Column** in NSP application form will be transfer in student's account by the Ministry in DBT Mode.





## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

**Question 44:** What amount my INSTITUTE have to fill in the Misc. Fee Column in the Application form in NSP Portal.

**Answer 44:** Misc. Fees means your INSTITUTE Nodal Officer have to fill the total of 4 components total amount in the column which is as under:

- Books and Stationery: Rs. 3000/- per annum
- Computer/Laptop Amount: Rs. 45000/- or as per the actual purchase amount but should not exceed Rs. 45000/- (if any student has already received the computer charges earlier from this Ministry then again, he is not eligible to receive the same)
- Living Expenses/Hostel Charges: Rs. 26400/- Per Annum
- Non-Refundable Charges: This amount can differ institute to institute

**Question 45:** If I have not applied in NSP 2019-20 for 2019-20 scholarship can I apply in NSP 2020-21 for 2019-20 scholarship ?

**Answer 45:** Please note in 2020-21 in NSP a student can fill the form to avail the scholarship for 2020-21 only and not for any previous year.

**Question 46:** If we are facing any technical issue in filling the application form in NSP or any other issue where we can contact?

**Answer 46:** Students who are receiving scholarship from this Ministry can send the grievance of yours in the Grievance portal of Ministry of Tribal Affairs ([tribal.nic.in/grievance](http://tribal.nic.in/grievance)) and steps to register on grievance portal is as under:

#### Step -1: - Open URL of Grievance-

URL: -<https://tribal.nic.in/Grievance/>

tribal.nic.in/grievance/

जनजातीय कार्य मंत्रालय  
Ministry of Tribal Affairs

User Login (For Grievance)

User ID: Enter Registered Email ID

Password: Enter Password

Captcha Code: Z G H K

Enter Captcha: Enter Captcha code as shown above

Login Register Yourself

Forgot Password ?

Re-Registration of Rejected University/ Institute  
[Steps for Research Details updation](#)

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## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

#### Step -2: - Register Yourself with proper information [for new user only]

- Click “**Register Yourself**” button to get registration. It will open Registration Form for Student.
- On Registration Form, select “**Student**” and “**Top Class**” option and fill all required information.

tribalnic.in/Grievance/GrievanceRegistrationForm.aspx

जनजातीय कार्य मंत्रालय  
Ministry of Tribal Affairs

[Back to Login](#)

**Students/ Universities Registration For Grievance**

☒ Student ☐ University/ Institute

☒ National Fellowship ☐ Top Class

Enter Awardee No. (for NFSS) Application ID (for TOP Class)

Enter Contact Person Name

Enter 10 digit Mobile No.

Enter 10 digit Mobile No.

Enter active Email ID

Create New Password

Re-enter Your Password

N Z 4 8

Enter Captcha Code

[Register](#)

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**Note: - Your given email id is your USER ID for Login in Grievance.**

#### Step -3: - Login [for registered user only]




## FAQ's for Students for NSP 2020-21:

### National Fellowship and Scholarship for Higher Education of ST Students (earlier known as Top Class Scholarship Scheme)

← → ↻ ■ tribal.nic.in/Grievance/GrievanceLogin.aspx ☆ ⓘ

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 जनजातीय कार्य मंत्रालय  
Ministry of Tribal Affairs

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User Login (For Grievance)

User ID:	Enter Registered Email ID
Password:	Enter Password
Captcha Code:	G J 5 6
Enter Captcha:	Enter Captcha Code as shown above

[Forgot Password?](#) [Re-Registration of Rejected University/ Institute](#)  
[Steps for Research Details updation](#)

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- **After successful registration, you can login with your given EMAIL ID and PASSWORD.**
- **Once you get login, you can send your Query/ Grievance and you will see the response of Query/ Grievance also after login.**



**F. No.11021/04/2020 – Sch,  
Government of India  
Ministry of Tribal Affairs**

Shastri Bhawan, New Delhi  
Date 2<sup>nd</sup> August, 2020.

To

The Registrar/Administrator  
246 Institutes as per Attached sheet

**Subject: Re-activation of the National Scholarship Portal (NSP 2.0) for inviting Applications (fresh and renewal both) under National Scholarship for Higher Education for ST students for the financial year 2020-21.**

Sir/Madam,

Your Institute is one of the identified institutes under the scheme of "National Fellowship and Scholarship for Higher Education for ST students" and financial assistance is provided by the Ministry to such ST students as per scheme norms. The students who would like to avail the benefits only for Scholarship (Top Class) of the scheme and not for the Fellowship scheme, are required to fill the data on National Scholarship Portal (NSP).

2. In this regard it is intimated that the National Scholarship Portal (NSP 2.0) will be opened as per the dates mentioned below for inviting applications (Fresh and Renewal both) under National Scholarship for Higher Education for ST Students for the financial year 2020-21 on web-site **www.scholarships.gov.in**. The Institutes are to adhere to the time lines as per life cycle of the Scholarship disbursement process through National Scholarship Portal. The timelines to be followed in this regard is as given below:

Opening date of Application Registration by Student ( For Fresh and For Renewal)	16.08.2020
Closing Date of Application Registration by Student ( For Fresh and For Renewal)	31.10.2020
Verification of Applications by Institute ( For Fresh and For Renewal)	15.11.2020

3. Detailed instructions for the Students and for the Institutes, FAQ's, Application form Column field's description in Excel and in PPT for students are enclosed for your reference.



Continue P-2



4. Enclosed is a circular issued from MHRD dated 24<sup>th</sup> June 2016 and 08<sup>th</sup> April 2016 stating that the tuition fee is exempted for ST students studying in IITs and NITs across the country.

5. Institutes MUST note that now in NSP there is no option to fill the fees at student level and only Institute's Nodal Officers have to fill / edit the fees for each component (Admission Fee, Tuition Fee, Misc Fees) for each and every student at their level. Please note that Nodal Officer of the Institute MUST fill the correct fees of the student as per the Scheme Guidelines. Later, if any student will complaint of his/her short payment of scholarship amount, Ministry shall not be responsible for that.

6. Institute are requested to Please check the Marksheet and Percentage of Marks as per below criteria:

- i. For **Fresh students** (who have not received scholarship earlier from this Ministry) who will apply in any year 1, 2, 3, 4,,5 under Fresh category, Institute Nodal Officer MUST check their Previous course Marksheet. If student has applied for Graduate Level course then Institute have to check their 12<sup>th</sup> level Marksheet and 12<sup>th</sup> level aggregate percentage (Marks should be in Percentage and not in CGPA).
- ii. For **Fresh students** (who have not received scholarship earlier from this Ministry) who will apply in any year 1, 2, 3, 4,,5 under Fresh category , Institute Nodal Officer MUST check their Previous course Marksheet. If student has applied for Post-Graduation Level course then Institute have to check their Graduate level Marksheet and Graduate level aggregate percentage ( Marks should be in Percentage and not in CGPA).
- iii. For **Renewal students** who will apply under Fresh category for any reason , Institute Nodal Officer MUST check their previous semester marksheet.
- iv. For **Renewal students** who will apply under Renewal category in NSP , Institute Nodal Officer MUST check their previous year/semester course marksheet.



**7. Institute Nodal Officer MUST note as under :**


**- Renewal students** (who have earlier received scholarship from this Ministry) but for some reason they are not able to apply under Renewal section in the NSP with the previous year application id and they have applied under "Fresh category" with New Application Id, for such students, Please note as under :

- i. Institute Nodal Officer **MUST** convey to this Ministry that this student has already received the scholarship from this Ministry and the year in which he has received the scholarship and the amount of scholarship received. For such Renewal student Institute Nodal Officer shall inform student's Previous Year application id to this Ministry in writing. Institute Nodal Officer should inform to this Ministry in writing that Please treat this student as Renewal and Please don't treat the student as a Fresh student and don't take his/her name in the Merit List generation of 1000 students.

8. Institutes Nodal officer **MUST** verify the applications simultaneously as and when they will receive online application submitted by the student at Institute level.

Encl: as above

Yours faithfully,

  
20/08/2020

(H. P. Jaiswal)

Deputy Director

Tel : 011-23383728