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**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

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No. HE-SLR-POLICY-0002-2020/ 793 /HE, Date 05-01-2021.

From,

Smt. Prativa Sahu, OAS.  
Deputy Secretary to Government.

To,

All Departments of Government/  
All State Universities/  
Biju Patnaik University of Technology, Chhend Colony, Rourkela, Odisha  
769015 /  
Orissa University of Agriculture and Technology, Unit 8, Near Post  
Office, Surya Nagar, Bhubaneswar, Odisha 751003 /  
Central University of Odisha, Koraput, Central Silk Board Building,  
Landiguda, Koraput /  
Centurion University, HIG-5, Phase-1, BDA Duplex, Pokhariput,  
Bhubaneswar-751020/  
KIIT University, Bhubaneswar/  
Siksha 'O' Anusandhan University, Bhubaneswar, Khandagiri Square,  
Bhubaneswar, Orissa/  
Veer Surendra Sai University of Technology, Burla, Sambalpur, Odisha-  
768018

OP  
41  
12/1/21

Sub: Guidelines for selection of students for the award of different scholarship  
under "e-Medhabruti" Scheme.

Madam/Sir,

I am directed to say that a copy of guidelines for the selection of  
students for award of different scholarship under the "e-Medhabruti" scheme  
under Higher Education Department is hereby circulated for general  
dissemination and necessary action.

The School & Mass Education Department, Skill Development & Technical  
Education Department, Agriculture & Farmers Empowerment Department,  
Fisheries & Animal Resources Department, Health & Family Welfare Department,  
ST & SC Development Department are requested to circulate the attached  
guidelines among the educational institutions coming under their administrative  
control.

All the Universities are requested to circulate the revised guidelines  
among the educational institutions affiliated with them.

Yours faithfully,

*P. Sahu*  
5/01/21

Deputy Secretary to Government

P.T.O.

REGIONAL DIRECTORATE OF EDUCATION, BERHAMPUR

Memo No: 88 //Date: 11 / 01 / 2021

Copy along with the copy of letter No.793/HE dt.05.01.2021 of Government, Department of Higher Education, Odisha, Bhubaneswar forwarded to the principals of all Government Degree Colleges/Govt. Autonomous Colleges/Model Degree Colleges/Non-Government Aided Colleges under Berhampur Region for information and necessary action.

They are requested to follow the guidelines for scholarship under e-Medhabruti and to take necessary steps in this regard.

  
Regional Director

Memo. No. 794 /HE Dated: 05.01.2021.

Copy along with the copy of the e-Medhabruti guidelines forwarded to the P.S. to Hon'ble Minister, Higher Education / P.S. to Principal Secretary to Government, Higher Education Department, Odisha, for information of Hon'ble Minister and Principal Secretary respectively.

*Sahu*  
5/01/21

Deputy Secretary to Government

Memo. No. 795 /HE Dated: 05.01.2021.

Copy along with the copy of the e-Medhabruti guidelines forwarded to the Director of Higher Education, Odisha, Bhubaneswar / General Manager(Admin), OCAC / All the Regional Directors of Education for information and necessary action.

*Sahu*  
5/01/21

Deputy Secretary to Government

Memo. No. 796 /HE Dated: 05.01.2021.

Copy along with the soft copy of e-Medhabruti Guidelines forwarded to the Program Manager, CSM Technology Pvt. Ltd., 6th Floor, OCAC Tower, Acharya Vihar, Bhubaneswar-751013 with a request to float the guidelines in the medhabruti website and State Scholarship Portal. He is requested to float the guidelines and instruction manual separately as a scroll in addition to displaying under "Guidelines" tab.

*Sahu*  
5/01/21

Deputy Secretary to Government

Memo. No. 797 /HE Dated: 05.01.2021.

Copy along with the soft copy of the e-Medhabruti Guidelines forwarded to all the Officers of Higher Education Department.

*Sahu*  
5/01/21

Deputy Secretary to Government

## Guidelines for Scholarship under "e- Medhabruti" Scheme

(U.G Merit, PG Merit, Technical & Professional.)

### Objective:

The Government of Odisha in Higher Education Department have been awarding scholarship each year under the Scheme 'e-Medhabruti' out of State budget to provide financial assistance to meritorious students of Odisha whose parental income does not exceed 6.00 lakhs.

### Type, Number & Amount of Scholarships:

It is envisaged to provide the following types of scholarships as below:

Sl. No.	Category of Merit	No. of Scholarship	Rate of scholarship per year (In Rs.)	Amount of scholarship to be paid at a time (In Rs.)	Remarks
1	U.G Merit	6000	5,000/-	15,000/-	The number of scholarships under a particular category may be increased by the Govt. depending on the number of eligible students applied and validated in other categories in an academic year.
2	P. G. Merit	2500	10,000/-	20,000/-	
3	Tech. & Prof. Merit	6000 (Detail stream wise break-up is at Appendix-III)	10,000/-	As per course duration	
	Total:	14,500			

### Duration of scholarship:

A student will be eligible for the scholarship for a total duration of the course. One-time scholarship for the entire duration of the course shall be disbursed in the first semester/year as detailed in the table.

In case any student, after availing one-time scholarship under one course, joins another course i.e. like students joining engineering, medical, and other professional courses during +3 and any other course having a higher scholarship amount, then the student will be entitled to the differential amount only. The differential amount will also be released in the first semester/year of the new course.

### Courses applicable under e-Medhabruti (Scholarship):

**U.G Merit:** For pursuing +3 Degree Course (B.A./ B.Sc./B.Com.) and courses such as BBA/BCA/BJMC etc. having duration of 3 years.

**P.G.Merit:** P.G. courses in Arts / Commerce / Science/ other Post Graduate courses which are of non-professional in nature and admission to such P.G. courses is

Degree in Arts / Science / Commerce. An illustrative list of P.G. courses applicable for medhabruti is mentioned in **Appendix-I**.

**Technical & Professional Merit:** Only Undergraduate Professional degree courses and integrated courses mentioned in the guidelines are eligible under this head. The list includes B.E./B.Tech/ MBBS/ BDS/ BCA/ BHMS/ BAMS/ B.Pharm./ B.Sc. (Nursing)/ B.Sc. (Agriculture) etc. which are duly recognized by the respective Government Regulatory Bodies such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), Central Council of Indian Medicine (CCIM), Central Council of Homeopathy (CCH) /Indian Nursing Council (INC), University Grants Commission (UGC), etc. Details of Professional degree courses applicable for medhabruti are mentioned in **Appendix-II**.

**Eligibility conditions:**

- i. The student must be a permanent resident of Odisha State.
- ii. The income of the parents of the student from all sources shall not exceed Rs.6.00 lakh per annum.
- iii. The Student must have secured a minimum of 60% marks in the previous qualifying examination for different categories of merit as mentioned against each.
- iv. Students shall apply for medhabruti only in the year of joining (1st yr. of the course).

Scholarship Type	Eligibility for e-Medhabruti
U.G Merit	Must have passed +2 of CHSE, Odisha / Class – XII or equivalent exam with <u>60%</u> or more marks from an institution recognized by CBSE/ ICSE and pursuing regular Degree Course / +3 course in any of the recognized Colleges / Institutions / Universities.
P. G. Merit	Must have passed +3 Degree or equivalent exam with 60% or more marks from a recognized Institute and pursuing regular course in one of the disciplines (where scholarship is offered) in any of the recognized Colleges / Institutions / Universities.
Technical & Professional Merit	Must have passed +2 of CHSE / CBSE / ICSE/ Equivalent exam or +3 Degree / equivalent 2/3 year course (only for MBA/MCA/MFC/MSW) with 60% or more marks and pursuing regular Technical & Professional courses in the Colleges / Institutions recognized by respective regulatory authorities.



### Exclusions(Students Not Eligible For Scholarship):

The following types of students shall not be eligible for e-Medhabruti scholarship:

1. Students pursuing their higher study through open universities or distance learning /correspondence.
2. Students already availing scholarships for pursuing higher study under any other schemes of State or Central Govt.
3. Students pursuing Diploma level courses are not eligible for e-Medhabruti Scholarship ( Technical / Professional).
4. Students of M.Phil and Ph.D. and students of B. Ed and M.Ed are not eligible for U.G, P.G., or Technical & Professional merit Scholarship under e-Medhabruti.
5. Students admitted to the College/Institute/University not approved by concerned regulatory bodies (AICTE, etc.)
6. Students studying abroad.
7. Students completing one Technical/Professional course pursues another Technical/Professional course are not eligible.
8. Students not validated by the concerned Principal/Institution during 1st year of his/her admission.

### District-wise Target and Merit based District-wise Selection:

- i. The target of each category of merit scholarship distributed among all districts proportionately basing on the population data of the District.
- ii. Final Merit/Selection lists of the students will be drawn in terms of aggregate percentage of marks obtained in the last qualifying examination from among the validated students in the respective category of merit, district wise. The mode of selection for scholarship shall be made through descending order of merit till it reaches the eligible quota of scholarship. For example, a student who has secured 92% of mark in the last examination shall come first then the one who has secured 91% mark and so on.
- iii. In case of a tie in percentage of marks under a particular type of scholarship and some are to be left out due to exceeding maximum quota of scholarship, then the parental income ceiling will be considered i.e. the student with lower parental income ceiling will get preference.
- iv. The CBSE/ICSE grading system in the form of CGPA i.e. Grade points shall be converted to the percentage by multiplying with 9.5 formula Percentage (%) = CGPA x 9.5.

### Procedure for Application:

Eligible students including outside students (residents of Odisha but studying outside Odisha) are required to apply online for scholarship by visiting the portal <https://scholarship.odisha.gov.in/>. The online application and authentication procedure, list of documents required for availing scholarship are explained in the instruction manual available in the portal.

*PH*

**Miscellaneous:**

- For any query or help, students may contact scholarship section on landline number 0674-2396550 or e-mail/[scholarshipedgov@gmail.com](mailto:scholarshipedgov@gmail.com).

By Order of Governor



04.01.2024  
Principal Secretary to Government

Department of Higher Education

## Instruction manual

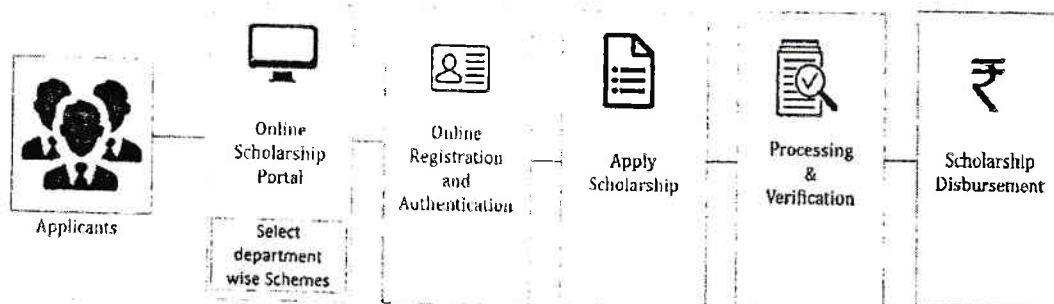
### Announcement and Mode of Submission of Application for Scholarship

Applications will be invited once in a year on the Odisha State Scholarship Portal (<https://scholarship.odisha.gov.in/>). Short notification will be uploaded in the Higher Education Department website. Physical application would not be accepted. Only verified online applications will be considered for award of scholarship.

### The Odisha State Scholarship Portal

The Odisha State Scholarship Portal is an integrated e-Governance Portal for automation, streamlining & effective management of scholarship schemes implemented by the Government of Odisha across departments like ST & SC Development, Higher Education, School & Mass Education, Labour & ESI, Skill Development & Technical Education and Agriculture. This common platform will provide one stop solution to eligible students to make an informed choice from amongst various scholarship schemes and avail the benefit in a seamless and transparent manner. The features like Aadhaar based registration, integration with other on-line platforms/ data-bases relevant to scholarship programme like SAMS, e-District Portal, Digi locker, BSE database has been inbuilt in the architecture for ease of information sourcing and to minimize duplication and ensure leakage free scholarship disbursement. The State Scholarship Portal has been linked with the State Treasury Portal iFMS for automated payment directly in bank-accounts of beneficiaries.

### Step wise description of the application process.



- Eligible students including Outside students (residents of Odisha but studying outside Odisha) are required to apply online for scholarship by visiting the portal <https://scholarship.odisha.gov.in/>. Click Registration link at the portal, if you are new user. Existing user can click on the login button.
- Enter the Aadhaar number and proceed further. Aadhaar is made mandatory for availing scholarship. Registration on the portal is completely based on Aadhaar. In one Aadhaar only single registration is allowed. Please provide correct Aadhaar number of self in the prescribed field. In case it is found that Aadhaar number provided by student is wrong or not his/her, the application is liable to be rejected.
- As per the Item 35 of Chapter VII of Aadhaar (Targeted delivery of financial and other subsidies, benefits and services) ACT, 2016, if a person enter Aadhaar number of any other person and attempt to impersonate another person, dead or alive, real or imaginary, he/she shall be punishable with imprisonment for a term which may extend to three years and shall also be liable to a fine which may extend to ten thousand rupees.



- iv. The undertaking that I have read the above statements & agree with the conditions. Further, I hereby state that I have no objection in authenticating myself with Aadhaar based authentication system through Bio-metric /or One Time Pin (OTP) data for the purpose of availing benefit of Post-matric Scholarship.
- v. Check your registered mobile or email to get the user ID and password.
- vi. Click login link at the portal and enter User ID and password to apply the scholarship.
- vii. Provide all necessary details like personal, academic, eligibility and bank information.
- viii. Click on the "Save as draft" button to draft the information or click on "Next" button to save and proceed the scholarship form.
- ix. The preview of the completed form will appear on the page. Download the forms and take its print out.
- x. The students are required to submit the office copy of the application along with other relevant documents to the Institutes where he/she has been studying.
- xi. Concerned students are advised to keep the applicant copy for their future reference.
- xii. The online authentication procedure for availing scholarship is explained in the instruction manual available in the portal <https://scholarship.odisha.gov.in/>.
- xiii. Application which is not validated /authenticated by the Institute will be treated as "Invalid".
- xiv. The merit/ selection list as per quota would be generated from the verified applications.

#### **List of Documents required for Scholarship:**

The following eligible documents will be uploaded at the time of applying under the scheme.

1. Residence certificate to be issued by the competent authority. i.e. from the concerned Tahasildar/Addl. Tahasildar. The students whose parents are working under Odisha State Govt. can produce resident proof from the employer.
2. Proof of annual income to be issued by the competent authority. i.e. the Revenue Officer not below the rank of Tahasildar or Addl. Tahasildar.
3. Mark sheets of last qualifying examination as required for different categories of merit.
4. Bank Account details of the student concerned (First page of bank account containing account number and IFSC).
5. College ID card issued by the concerned authority. While in the absence of the same, the student may provide Admission receipt /Library Card/Letter of Undertaking from concerned college authority in which the academic session is mentioned (Any one)
6. Aadhaar Card of the student concerned.

#### **General Criteria/ Limitations for Award of Scholarship:**

- i. The scholarships meant for U.G & P.G shall be awarded district wise and separate selection list will be prepared for each district.



- ii. If any of the authenticated records are found to have invalid documents, the case will be summarily rejected.
- iii. Any type of wrong entry made by students i.e. parental income, maximum and secured mark, district name mentioned in the Resident Certificate, percentage of mark which lead to rejection of application/the student fails to be in the final merit list, then he/she is solely responsible for it.

#### Procedure for Disbursement:

The scholarship would be sanctioned subject to fulfilment of the prescribed eligibility criteria by the students and validation/authentication by the Principals/Head of the concerned colleges/institutes in online mode only. Scholarship will be paid to the selected students by the Higher Education Department through DBT (Direct Benefit Transfer) mode and will be transferred to Bank account of the beneficiaries.

The students must have an active and valid account in any scheduled bank which has Electronic Clearing System (ECS)/ Core Banking facility to facilitate transfer of scholarship amount directly to their account.

The bank account must be in the name of the applicant/student only. Students must enter their Bank/Branch name, saving bank account number and IFSC very carefully to ensure smooth transfer of scholarship amount.

#### Role and Responsibility of Colleges / Institutes / University:

- The Head of Institution has to ensure the genuineness of the student i.e. he/she is studying in the College / Institution for the particular year.
- Correct data regarding parental income, marks secured, bank Account details, College ID card and residence have to be verified.
- If any error is found, the Principal / Head of Institution will rectify the error. If all data are correct, he/she will authenticate the record of the student to be considered for scholarship by the Department. Merit or selection list for particular category of merit will be drawn only from the records authenticated by the Principal /Head of institutions within the timeline given for the purpose.

#### Duties of OCAC through the Service Provider:

- i. Complete online system for SAMS and Non-SAMS Colleges will be done in prescribed criteria mentioned in the medhabruti guidelines.
- ii. Technical support to all stakeholders shall be provided by OCAC, BBSR.
- iii. Submission of Validated data of all categories of merit (One time residual) within 7 days of closure of Principal/Head of the Institution validation for scrutiny, preparation of selection list at the level of Department.
- iv. Online uploading of guidelines, instructions, letters and round-wise selection list (one time residual) which have been processed for payment.
- v. One Technical person needs to be deputed to the Department to resolve all technical issues.

#### Role of Higher Education Department:

- Inviting online applications for award of e-medhabruti scholarship through advertising in print and electronic media.





**GANJAM COLLECTORATE, CHATRAPUR.**  
**(ST & SC DEVELOPMENT SECTION.) ☎:06811-263977**  
**Email Id. dwoganjam@gmail.com**

Letter No. 2864 /SSD

Dt. 11 / 9 /2019

To

**The Sub-Collector, Chatrapur, Berhampur & Bhanjanagar,  
All the Block Development Officers of Ganjam District.**


Sub: Wide publication for inviting application from ST / SC / OBC / SEBC & EBC students for availing Post Matric Scholarship for the year 2019-20.

Ref: Letter No 14871/SSD dtd. 31.08.2019 of Director, SC Welfare, ST & SC Development Department, Odisha.

Sir,

In inviting a kind reference to the subject cited above, in enclosing herewith the copy of the advertisement of ST & SC Development Department, Govt of Odisha for filing of online applications in PRERANA portal for availing Post-Matric Scholarship by ST / SC / OBC / SEBC & EBC students pursuing their Post-Matric studies in different Institutions of Ganjam District, I am to request you to publish the said advertisement in your Office Notice Boards for wide circulation among general public. Other than that, ADWO & WEOs concerned may also be advised to circulate the same to different Post-Matric Institutions for knowledge of the students pursuing their studies there.

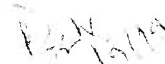
Yours Faithfully,

  
District Welfare Officer  
Ganjam, Chatrapur

Memo No. 2865 /SSD

Dt. 11 / 9 /2019


Copy submitted to Registrar, Berhampur University/ Khallikote Cluster University/ all the Principals, Medical Colleges / Technical Colleges /Autonomous Colleges / Junior Colleges / Educational Institutions of the District for kind information and necessary action.

  
District Welfare Officer  
Ganjam, Chatrapur

Memo No. 2866 /SSD

Dt. 11 / 9 /2019

Copy along with copy of the advertisement of this Deptt. forwarded to D.I.O, NIC, Ganjam Collectorate for kind information with a request to give wide publicity of the scheme in Ganjam website portal in the interest of the SC / ST / OBC / SEBC & EBC students of the District.

  
District Welfare Officer  
Ganjam, Chatrapur

P.T.O

Memo No. 2867 /SSD

Dt. 11/9 /2019

Copy submitted P.A to Collector, Ganjam, Chatrapur for kind information of the Collector.

*P.A.*  
*11/9/19*  
District Welfare Officer  
Ganjam, Chatrapur.

Memo No. 2868 /SSD

Dt. 11/9 /2019

Copy submitted to the Director, SC Welfare, ST & SC Development Department & Minority & Backward Classes Welfare Department, Odisha, Bhubaneswar for favour of kind information.

*P.A.*  
*11/9/19*  
District Welfare Officer  
Ganjam, Chatrapur.

GOVERNMENT OF ODISHA  
ST & SC DEVELOPMENT DEPARTMENT

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No. MS71 /SSD., dated Bhubaneswar the, 31<sup>st</sup> August, 2019  
SISCD POMS MISC 0004 2016

From

Smt. Sanghamitra Das,  
Special Officer-cum Under Secretary to Govt.

To


The Deputy Secretary to Govt. (Advertisements)  
Information & Public Relation Deptt.

**Subj.: Request for publication of Odia/ English Version of the advertisement regarding Renewal and online Registration of Fresh Applications for Post-Matric Scholarship for the year 2019-20 of ST/SC/OBC/SEBC/EBC Students.**

Sir,

In enclosing herewith the Odia and English Version of the advertisement on opening of PRERANA Portal for Renewal and online Registration of Fresh Application for Post-matric Scholarship to ST/SC/OBC/SEBC/EBC (Economically Backward Class) Students for the year 2019-20, I am directed to request you to please take necessary steps for publication of the Oriya version in three largest circulated Odia Dailies i.e. SAMAJA, SAMBAD and DHARTRI and also the English version in one English Newspaper i.e. The Indian Express in a quarter page size on page no.3 at the approved Govt. rate on or before 19.2.2019 for one day positively for information of ST/SC/OBC/SEBC/EBC Students and furnish complimentary copies to this Deptt. for payment. The Advertisement cost will be borne by this Department. Hence the above 4 advertising agencies may be requested to place the Bill for payment addressing Director, ST, SC and SC Development Department, Govt. of Odisha.

Yours faithfully,


  
Special Officer-cum Under  
Secretary to Govt.

(Signature)

Memo No. 14872 /SSD., dated. 31<sup>st</sup> August, 2019

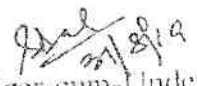
Copy alongwith copy of the English and Odia version of advertisement text forwarded to the Senior Technical Director, NIC, Bhubaneswar for information and necessary action.

He is requested to kindly take up the matter with NIC, Madhya Pradesh to open the PRERANA Portal from **1.9.2019** for Renewal Application and online Registration of Fresh Application by the ST/SC/OBC/SEBC/EBC Students without any interruption.

  
Special Officer-cum-Under  
Secretary to Govt.


Memo No. 14873 /SSD., dated. 31<sup>st</sup> August, 2019

Copy alongwith the copy of Odia and English version of the advertisement Text forwarded to P.S. to Minister for ST & SC Development, Minorities and Backward Classes Welfare. / P.S. to Principal Secretary to Govt., ST & SC Dev. Deptt./ S.O.-cum-Under Secretary, Post-Matric Scholarship Section/ OBC Section for information and necessary action.

  
Special Officer-cum-Under  
Secretary to Govt.


Memo No. 14874 /SSD., dated. 31<sup>st</sup> August, 2019

Copy alongwith the copy of both Odia and English version of the advertisement text forwarded to all DWOs with a request to intimate all the Institutions coming under their jurisdiction regarding Renewal and online Registration of Fresh Applications for Post-Matric Scholarship to the year 2019-20 of ST/SC/OBC/SEBC/EBC Students.

  
Special Officer-cum-Under  
Secretary to Govt.

Memo No. 14875 /SSD., dated 31<sup>st</sup> August, 2019

Copy alongwith copy of both Odia and English version of the advertisement text forwarded to Sri Sujit Kumar Mukherjee, Spl. Officer with a request to host the Odia and English version of the advertisement in the Deptt. Website for wide circulation Notice Board.

  
Special Officer-cum-Under  
Secretary to Govt.

## PRERANA

### (Post Matric Scholarship Registration Release And Network Automation)

All the eligible ST/SC/OBC/SEBC/EBC (Economically Backward Class) students studying at Post-Matriculation courses are hereby informed that the online submission of duly filled in Fresh / Renewal applications in PRERANA Portal for the year 2019-20 is due by the date line indicated below.

**(i) Eligibility Criteria for Post Matric Scholarship Scheme:**

- (1) Student shall belong to ST/SC/OBC/SEBC/EBC community and should be a permanent resident of Odisha.
- (2) The students should continue their Post-Matriculation Studies in any general/technical or professional courses in any Govt. or Govt. recognized Private Institutes.
- (3) The annual family income of the parent/guardians from all sources in case of ST/SC students should not exceed Rs.2,50,000/- per annum.
- (4) The annual family income of the parent/guardians from all sources in case of OBC/SEBC students should not exceed Rs.1,50,000/- per annum and they have to secure atleast 50% marks in previous examination.
- (5) The annual family income of the parent/guardians from all sources in case of EBC students (GENERAL Category-Other than SC/ST/OBC/SEBC) should not exceed Rs.1,00,000/- per annum. In case of EBC students, he/she should be pursuing his/her higher study in Government Institute ONLY.

For detail procedure for submission of ONLINE application for availing the Post Matric Scholarship is available in the website: [mpsc.mp.nic.in/scholarships](http://mpsc.mp.nic.in/scholarships) for reference of the students and registered institutions, which may please be referred to.

#### Scheduled Time line for Online Application (Both Fresh and Renewal)

Sl.	Activities	INSIDE STATE	OUTSIDE STATE
		04.09.2019	04.09.2019
1	Opening Date of Online Applications for students	31.10.2019	31.10.2019
2	Last date for submission of Online Applications by students.	15.11.2019	30.11.2019
3	Last date for submission of duly signed printed online version (Hard Copies) to the Institute by the students.	15.12.2019	30.12.2019
4	Last date for scrutiny & forwarding of Online Applications by Institutes.	30.11.2019	15.12.2019
5	Last date for submission of Hard Copies of the applications by the institute to the DWO concerned.	31.12.2019	10.01.2020
6	Last date for online sanction of Applications by the DWO concerned.		

**NB:- (i) Aadhaar is made mandatory for availing Scholarship. Please provide correct Aadhaar number of self in the Online Application Form. In case it is found that Aadhaar number provided by the student is wrong or is not his/hers, the application is liable to be rejected. (Ref: Dept Notification No:10744 dt26.06.2019)**

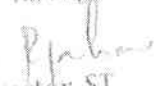
**(ii) Applicants have to be very careful while furnishing their Bank Account information in the specified box of the Online Application. Any wrong entry or mismatch in case of Bank information, the Department will not be held responsible for mis-credit and the applicant will be held responsible in case of diversion of public money on this ground.**

**Important Notice for OUTSIDE STATE Applicants:**

Students pursuing their studies Outside the State of Odisha are requested to visit PRERANA website [mpsc.mp.nic.in/scholarships](http://mpsc.mp.nic.in/scholarships) and apply ONLINE in the tab "OUTSIDE STATE APPLICATION" in the login page. After entering Aadhaar number the applicant will get Unique User ID and Password in their mobile number. By using the credential, they will fill the required information in the portal and submit the application online. After online submission students are requested to send the Hard copy of APPLICATION FORM, downloadable in their login page with photo copy of required documents like Residential Certificate, Income Certificate of the Parent/Guardian issued by Competent Authority, Caste Certificate of the student issued by Competent Authority, Front page of passbook of bank as given in Prerana, Educational Certificates with respect to all exams passed, to their concerned District Welfare Officer through concerned institution via Post within the stipulated date mentioned above.

**Candidates belonging to both INSIDE STATE and OUTSIDE STATE categories shall follow the instructions given below:**

- ❖ Students are advised to go through the Notice "Bank-accounts related advisory" and "Important Instructions" in the PRERANA home page carefully before making application for hassle free transactions.
  - ❖ Students and Institutes are instructed to complete the submission of hard copy within 7 days to Institutes and DWOs respectively without waiting till last date.
  - ❖ Students who failed to apply online as fresh student in the previous years are required to apply online as a Fresh student for the current years in the PRERANA Portal itself.
  - ❖ At the time of filling Annual Income, students are requested to fill the correct information as per the income amount given in the INCOME CERTIFICATE uploaded in PRERANA. Any wrong entry or mismatch in case of ANNUAL INCOME found during scrutiny process at institution/DWO level, the concerned student may be debarred from getting scholarship.
  - ❖ Students are hereby requested to keep their PRERANA User ID & Password confidential. In case of any mis-credit/manipulation happens due to sharing of user id & password with others, student will be solely held responsible.
- In case of any problem faced by the students at the time of submission of application through online, they may take the help of the District Welfare Officer of the concerned district or communicate through e-mail ID: [prerana.grievance@gmail.com](mailto:prerana.grievance@gmail.com)

  
 Director, ST  
 ST & SC Development Department





9081

51

## IMPORTANT NOTICE

### *Bank-accounts related advisory*

PLEASE READ VERY CAREFULLY BEFORE PROVIDING YOUR BNK-ACCOUNT DETAILS IN "PRERANA PORTAL" FOR RECEIPT OF POST-MATRIC SCHOLARSHIP

It has come to the notice of the Department that in many cases when the sanctioned scholarship amount is disbursed to the bank-accounts provided by the students, it gets failed due to various technical issues related to their bank-accounts. This not only cause hardship to the student concerned but also put the Department in the inconvenience of settling the same again in the revised/ corrected bank-accounts provided through the respective District Welfare Officers.

In order to avoid such situations, it is very important that students enter the account numbers very cautiously and carefully, verifying it properly before finally submitting the information in PRERANA portal. While providing your bank-account details please take note of the following:

- Please provide **the bank-account number which is in your name only.**
- Do not share your bank-account details with your friends as duplicate account numbers may lead to removal of your application from payment list on count of duplicity.
- It is noticed that many students provide invalid account number such as 11111111 or 00000000 as their bank-account number in their application in anticipation that they will edit the same later on. **Do not provide such invalid account number** as students are informed hereby that the edit account option will be withdrawn from their login once the application is locked by the student - **you will not be able to edit your bank-details once you have locked your application.** Further, the bank-account edit option will also not be available with either your institution or with the District Welfare Officers.
- Please ensure that your bank-account is **KYC (Know Your Costumer) compliant.** Check with your bank, before providing the account number, whether any document is required by them to keep your bank-account active as Banks generally make the non-KYC compliant bank-accounts as temporarily inactive leading to transaction failures.

- Please ensure that your **bank-account is active** and it is advised that you should keep your bank-account, which you have provided for Scholarship purpose, active throughout the year by making regular transactions, as per your bank rule. **In case of dormant accounts, the amount transacted by Government does not get credited in the account.**
- Please check with your Bank Manager that **your bank-account type** is eligible for credit of large amount or not. It is noticed that in some cases such as **Jan-Dhan accounts, small credit accounts** etc., credit of large amounts are failed.
- Please check with your Bank-Manager whether your account is in **Minor Category and if so, please make this as Major** before providing the bank-details in PRERANA.
- Always provide **correct combination of your bank-account and IFSC code** as during the transaction, many banks do not match the account number with Account Holder Name. This implies that if the account number is correct in their data-base, the amount will be credited in that account irrespective of in whose name the bank-account is held.
- There may be instances where **you may not get the IFSC code of your particular bank in PRERANA. In such cases rather entering a wrong/ other bank IFSC code, please report the matter to your Institution/ DWO requesting them to facilitate entry of your IFSC code in PRERANA** and only after the updation of IFSC code list in PRERANA, provide your correct account details. Providing of wrong information by you and credit of your scholarship in some other's account due to the wrong information will be treated as **case diversion of public money** and student will be held responsible for **such mis-credit.**
- It is advisable that you provide the account number linked with your Aadhar.

## IMPORTANT INSTRUCTION FOR STUDENTS

PLEASE READ VERY CAREFULLY BEFORE MAKING A NEW SCHOLARSHIP APPLICATION OR RENEWAL OF YOUR SCHOLARSHIP APPLICATION IN "PRERANA PORTAL" FOR RECEIPT OF POST-MATRIC SCHOLARSHIP

### GENERAL INSTRUCTION:

- Please make the scholarship application in the portal by **YOURSELF**. **DO NOT SHARE YOUR APPLICATION ID AND PASSWORD** with anyone. As your scholarship application contains some personal and sensitive information like your bank-account details, photo-copies of your certificates etc., sharing your login credential may lead to misuse of this information.
- If you have already registered in PRERANA for same or any other course in the previous year/s, **DO NOT TRY TO CREATE ANOTHER APPLICATION ID** as this may lead to duplication in the system and processing of your scholarship application for sanctioning will be hampered. Kindly use the same ID for making application in subsequent years/ for other course as well. In case you are facing any problem in accessing your earlier login ID, kindly contact the District Welfare Officer of the Application District for necessary support in recovering your login credential.
- Please provide correct information in your application and fill up the details carefully and diligently. Till the **LOCKING** of the application, you will be able to edit it and change the details again. However, after **Final LOCKING**, you will not be able to edit it and change the details again.
- If any student found wilfully trying to manipulate the system, the scholarship benefit will be forfeited and legal action, as deemed proper under the law, will be taken against him/her. Duplicate/Fake Application will be rejected outrightly.
- Please upload all the required copies of your certificate, as prescribed in PRERANA, for on-line verification. Ensure timely submission of Hard-copy along with Photo-copies of all prescribed documents such as Caste Certificate, Income Certificate, Resident Certificate, Matriculation Certificate, Copy of Aadhaar, Copy of first-page of your Bank-account Passbook containing the details of the account number, IFSC code of the branch etc. to your Institution for further processing of the application.
- Please note that, **IF YOU ARE RENEWING YOUR SCHOLARSHIP APPLICATION FOR THE SAME COURSE, YOU ARE NOT REQUIRED TO PROVIDE YOUR INCOME AND/ OR CASTE CERTIFICATE AFRESH/ AGAIN** for the same course.
- Please read the Bank-Advisory note, provided in the **HOME PAGE** of PRERANA properly before providing the Bank-account details in your scholarship application.

	<p>prescribed field in the on-line Application.</p> <p>c. In case it is found at any stage that Aadhaar number provided by you is wrong or not yours, the application is liable to be rejected.</p> <p>d. In case you do not have Aadhaar, you are requested to apply for Aadhaar enrolment at any Aadhaar enrolment centre at the earliest and revisit the portal with your e-Aadhaar details.</p> <p>e. If the Aadhaar/ e-Aadhaar is not obtained by the last date of on-line submission of the application, applicant need to submit his/ her Aadhaar Enrolment ID slip along with any of the following Photo identity to the respective DWO along with hard-copy of the Application:</p> <p>(i) the voter identity card issued by the Election Commission of India; or (ii) ration card; or (iii) the driving license issued by the Licensing Authority under the Motor Vehicles Act, 1988; or (iv) the certificate of identity having photo of such member issued by a Gazetted Officer or a Tehsildar on an official letter head; or (v) PAN Card</p>
Date of Birth (DOB)*	Provide DOB as printed in 10 <sup>th</sup> Board Examination Certificate/ educational certificates.
Caste Category*	Select the Caste Category accurately as this is a non-editable parameter of the application. Variance in Caste category reflected in PRERANA Portal and reflected in Caste Certificate submitted by the student will lead to rejection of the application.
Scholarship Scheme*	<p>Select the Scholarship Scheme accurately as this is a non-editable parameter of the application. Variance in Scholarship Scheme selected in PRERANA Portal and Caste Category reflected by the student will lead to rejection of the application.</p> <p>Scholarship schemes are divided in following major categories described below (Students are required to select the relevant Scheme based on their Caste category):</p> <p><b>3.1 Post-Matric Scholarship Scheme for ST students:</b> For students belonging to Scheduled Tribe communities</p> <p><b>3.2 Post-Matric Scholarship scheme for SC students:</b> For students belonging to Scheduled Caste communities</p> <p><b>3.3 Post-Matric Scholarship scheme for OBC/ SEBC students:</b> For students belonging to OBC/ SEBC category</p>

	<p><b>3.4 Post-Matric Scholarship scheme for EBC students:</b> For students belonging to Economically Backward Classes from General Category (other than Scheduled Tribe/ Scheduled Caste and Other Backward classes)</p>
Annual family Income*	Students are advised to provide "Annual Family Income" as per the Income Certificate issued by competent authority in their scholarship application.
District of Domicile*	<p>Domicile district means the district in which students have their permanent address.</p> <p>The student needs to submit the self-attested copy of Resident Certificate alongside other mandatory documents with the print-out of on-line application form to the concerned Institution.</p>
Mobile Number*	<p>Provide correct and operational mobile number as LOGIN ID/ PASSWORD &amp; SMS related to other portal activities will be sent on this mobile number.</p> <p>Only one registration is allowed with one mobile number.</p>
Bank account details*	<p>Provide active bank account number and IFSC code of the bank branch of the student. The name of bank will be automatically mentioned based on your IFSC code. Only one registration must be done with one bank account number.</p> <p>Applicants have to be very careful while furnishing their bank-account information. Any wrong entry or mis-match, the State Government will not be responsible for mis-credit and applicant will be held responsible in case of diversion of public money on this ground.</p> <p>It may be noted that your Aadhaar Number could also be used for crediting scholarship amount in the bank account linked* to your Aadhaar number in fast track mode.</p> <p>To link your bank account with Aadhaar number for receiving scholarship in the same, please visit you bank branch and submit a "bank consent form for receiving DBT".</p>
Uploading Documents*	<p>of Students are required to upload the following documents in the portal in the relevant sections:</p> <ol style="list-style-type: none"> <li>1. Passport size Photograph</li> <li>2. Caste Certificate of the Student issued by competent authority</li> <li>3. Income Certificate of the Parent/ guardian issued by competent authority</li> </ol>

	4. First page of Bank-account passbook
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**CONDITIONS OF AWARD OF SCHOLARSHIP:**

1. Any student belonging to ST, SC, OBC/ SEBC, EBC category applying for Post-Matric Scholarship Schemes are hereby required to furnish proof of possession of Aadhaar or undergo Aadhaar authentication. Therefore, please provide correct Aadhaar number of self in the Online Application Form. In case it is found that Aadhaar number provided by the student is wrong or is not his/her, the application is liable to be rejected.
2. Student who after passing one stage of education is studying in the same stage of education in different subject i.e. I. Sc. after I.A. or B.Com after B.A. in other subject will not be eligible.
3. Student who completed their educational career in one professional line e.g. LLB after B.Tech/ B.Ed. will not be eligible.
4. Student pursuing Post-graduation courses in Medicine will be eligible if they are not allowed to practice during the period of their course
5. The Scholarship Award once made will be payable from the stage at which it is given till completion of the course subject to good conduct and attendance of 75% in every academic year.
6. The Scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has failed to make satisfactory progress or has been guilty of misconduct, the scholarship may be cancelled or further payments withheld for such period as considered fit by the Sanctioning Authority.
7. If a student found to have obtained a scholarship by false statements, his/ her scholarship will be cancelled forthwith and the amount of scholarship paid, if any, will be recovered. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
8. A scholarship awarded may be cancelled if the student changes the subject of the course of the study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the Sanctioning Authority.
9. A student is liable to refund the scholarship amount if during the course of the year, the studies for which the scholarship has been awarded is discontinued by him/ her.