

## FAQs for applying Scholarships on the National Scholarship Portal

**With a view to provide educational opportunities to students with disabilities, the Department of Empowerment of Persons with Disabilities has been implementing three Scholarship Schemes i.e. Pre-matric, Post-matric and Scholarship for Top Class Education for their empowerment through education.**

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| <b>Question 1</b> | <b>What are the general conditions of eligibility?</b>  |
| <b>Answer:</b>    | <ol style="list-style-type: none"> <li>a. A citizen of India.</li> <li>b. A person with disability having not less than <b>40% disability</b> and having a disability certificate issued by the competent medical authority.</li> <li>c. Not more than two disabled children of the same parents will be entitled to receive benefits of the scheme. In case if the second child is a twin, the scholarship under these schemes will be admissible to both twins.</li> <li>d. Scholarship for studying in any class will be available for only one year. If a student has to repeat a class, he/she would not get scholarship for a second (or subsequent) year.</li> <li>e. A scholarship holder under these schemes will not hold any other scholarship/stipend. If awarded any other scholarship/stipend, the student can exercise his/her option for either of the two scholarships/stipends, which is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option exercised.</li> </ol> |
| <b>Question 2</b> | <b>For which class/course student with disability is eligible for scholarships.</b>   |
| <b>Answer:</b>    | <ol style="list-style-type: none"> <li>i. <b>Pre-Matric Scheme for SwDs:-</b> For class-IX &amp; X in a Government school or in a school recognized by Government or by a Central/State Board of Secondary Education.</li> <li>ii. <b>Post-Matric Scheme for SwDs:-</b> For all recognized Schools/Institutions from class XI onwards to Post-graduate Degree/Diploma courses in Full time and Distance Education courses. Students who after passing one stage of education are studying in the same stage of education in different subject e.g. B.Com. after B.A. in other subject will not be eligible. However, students pursuing L.L.B/B.Ed/B.El.Ed. after passing B.A./B.Sc./B.E. etc. are eligible for Post-matric Scholarship under this Scheme.</li> <li>iii. <b>Scholarships for Top Class Education for SwDs:-</b> Students eligible for Post-graduation Degree/Diploma in 240 notified Institutes as given in the Scheme guidelines.</li> </ol>  |
| <b>Question 3</b> | <b>Whether students pursuing studies through correspondence/distance education are eligible for scholarship?</b>  |
| <b>Answer</b>     | SwDs are eligible only in case of Post Matric Scholarship Scheme.   |
| <b>Question 4</b> | <b>What is the parental income limit to apply for the Scheme?</b>   |
| <b>Answer:</b>    | <b>For Pre-Matric Scheme-</b> The parental/guardian income from all sources should not exceed Rs.2.50 lakh per annum.   |

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|                    | <p><b>For Post-Matric Scheme-</b> The The parental/guardian income from all sources should not exceed Rs.2.50 lakh per annum.</p> <p><b>For Top-Class scheme-</b> - The parental/guardian income from all sources should not exceed Rs.8.00 lakh per annum.</p>   |
| <b>Question 5</b>  | <b>How can I apply online for scholarship?</b>  |
| <b>Answer:</b>     | The Pre-Matric, Post Matric and Top Class Scholarship Schemes for Disabilities are online schemes which are on-boarded on National Scholarship Portal. One can apply for scholarship under these schemes (both Fresh and Renewal), please visit the website through URL <a href="http://www.scholarships.gov.in">www.scholarships.gov.in</a> .  |
| <b>Question 6</b>  | <b>What is the last date for submitting applications online?</b>  |
| <b>Answer:</b>     | Opening and Closing dates for acceptance of applications are decided by the DBT Mission, Cabinet Secretariat and are available in National Scholarship Portal, <a href="http://www.scholarships.gov.in">www.scholarships.gov.in</a> .   |
| <b>Question 7</b>  | <b>How do I submit the online application? Do I need the User Id and Password to apply for scholarship?</b>   |
| <b>Answer:</b>     | <p>There are two types of registration: Fresh Application and Renewal application:-</p> <p><b>Fresh:</b> -Students Applying for the first time must register as a fresh in the portal through the option “Student Registration”, on the home page of NSP then have to fill up all the mandatory fields correctly as per the instructions given on the portal. After saving the application, student will get “Application ID and Password” which will be required each time to open the application till final submission and further to check the application status after final submission. The application ID will be conveyed to the student through SMS also, which will be required to apply for Renewal scholarship (if eligible) next year.</p> <p><b>Renewal:</b> - Students who had been selected for scholarship last year through NSP and the same course is continuing in current year will be considered as renewal. For renewal of application, student need to login on the portal with previous year Application Id and Password then have to update only minimal details i.e. fee details, previous year marks etc. in the existing application. In case, student has forgotten the password to apply for Renewal, he/she may use “Forgot Password” option to reset the password.</p> |
| <b>Question 8</b>  | <b>What is the remedy for the error shows “Invalid User Name” while login for Renewal with the previous year Application ID?</b>  |
| <b>Answer:</b>     | Under the “Forgot Application ID” option, student may recover the correct ID by using the option “Search by Bank Account Number “and “Search by Mobile Number”.   |
| <b>Question 9</b>  | <b>Do I have to fill up the online application in one sitting?</b>  |
| <b>Answer:</b>     | No. You can fill up the online application in many sittings as you wish (till the closure of application date), until you are satisfied that you have entered all desirable fields correctly. The portal provides facility to save your application at every stage. Once submitted finally, the application will be forwarded to the Institute level and application hereby cannot be edited.   |
| <b>Question 10</b> | <b>Can I register after the last date?</b>  |
| <b>Answer:</b>     | No. Unless the date for registration has been extended you cannot register in the portal. You can register before or on the last date up to midnight of date available on portal.   |
| <b>Question 11</b> | <b>Can I apply as a Fresh if I am a Renewal candidate?</b>  |
| <b>Answer:</b>     | No. You cannot apply as a fresh if you are a Renewal candidate until and unless your  |

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|                    | course duration is completed otherwise your application will be rejected in that case.   |
| <b>Question 12</b> | <b>Which fields in the application form are mandatory?</b>   |
| <b>Answer:</b>     | Fields provided with red asterisk (*) mark are mandatory fields.   |
| <b>Question 13</b> | <b>What are the documents required to upload on the portal?</b>  |
| <b>Answer:</b>     | <p>Students with less Rs.50,000/- scholarship amount, no documents are required to be uploaded on the Portal. Students have to submit the required documents to their respective school/institutions.</p> <p>The list of documents to be submitted to the college/institution/school:-</p> <ol style="list-style-type: none"> <li>i. Aadhaar ID or if not available Aadhaar enrollment receipt.</li> <li>ii. Disability certificate issued by the competent authority designated by the District Medical officer/civil surgeon of a govt. Hospital.</li> <li>iii. Parental income certificate issued by the designated authority as per scheme (duly signed by revenue authority, form 16 is not acceptable</li> <li>iv. Copy of previous year mark sheet.</li> <li>v. Tuition fee receipt.</li> </ol> <p><b>Students with more than Rs.50,000/- scholarship amount need to upload the following documents in the portal before final submission:</b></p> <ol style="list-style-type: none"> <li>i. Student photograph</li> <li>ii. Scanned copy of parental income certificate (duly signed by revenue authority/tehsildar.(form 16 is not acceptable)</li> <li>iii. Scanned copy of Aadhaar card/Aadhaar enrollment no.</li> <li>iv. Scanned copy of disability certificate issued by the competent authority designated by the District Medical officer/civil surgeon of a govt. Hospital.</li> <li>v. Scanned copy of previous year mark sheet</li> <li>vi. Tuition fee receipt of current course year.</li> <li>vii. Scanned copy of bank passbook/cancelled cheque leaf</li> <li>viii. Receipt of purchase of computer and aids &amp; assistive device to be uploaded(only in case of top-class scholarship scheme for SwDs)</li> </ol> <p><b>(Please note that the document should be in PDF or JPEG format only. The size of the each document should not exceed 200kb. The documents uploaded must be in readable mode otherwise application is liable to be rejected.)</b></p> |
| <b>Question 14</b> | <b>What should I do, if I do not find my institute name in the drop-down menu?</b>   |
| <b>Answer:</b>     | You should immediately approach the institute to contact with the nodal officer of the State where the institute is located. You can also approach the Nodal Officer of that State directly through e-mail under intimation to the Ministry. If your institute is an eligible institution, the State Government concerned would register the Institute online through portal and then you can apply.   |
| <b>Question 15</b> | <b>How do I correct my application if I detect mistakes after forwarding the applications to the next level?</b>   |
| <b>Answer:</b>     | You should separately inform the mistakes detected by you to the Institute/State Nodal Officer (where the application is available for verification). At verification process, the   |

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|                    | Institute/State Nodal Officer can edit certain fields or they may mark your application “Defective” with reason, then you may be informed via SMS for necessary correction and re-submission of the application within the given time period.  |
| <b>Question 16</b> | <b>How do I contact the State Nodal Officer?</b>   |
| <b>Answer:</b>     | The name and contact details of the Nodal Officer/State Department of all States/UTs are available in “Services-> <b>Know your State Nodal Officer</b> ” option.   |
| <b>Question 17</b> | <b>What is the meaning of verification in the scholarship process?</b>   |
| <b>Answer:</b>     | <p>The process of verification is essentially meant to check whether the particulars given in the scholarship form are correct as per the documents enclosed. The verification is done in two steps namely School/college/Institute verification and State verification.</p> <p><b>School/Institute Verification:-</b> The Institute Nodal Officer has been mandated to verify the documents submitted/uploaded by the students against the entries made in the application form online. If all the entries are found correct, the Institute Nodal Officer would accept and forward the application to State level for verification by the appointed Officer or by the State Nodal Officer.</p> <p><b>State Verification:</b> - The Verification officer appointed by State Nodal Officer or himself verifies the application as per the documents uploaded by each student and as per the verification done by the Institutes. If found eligible, the SNO would accept the application for scholarship and after completion of Bank validation on PFMS, the SNO would digitally sign the same and send it to the concerned Ministry for further processing.</p> |
| <b>Question 18</b> | <b>Why is the application sent for Bank Validation after State verification?</b>   |
| <b>Answer:</b>     | After completion of verification by SNO, the application moves forward to PFMS for bank validation. In this process, PFMS verifies whether the bank account details of the student i.e. IFSC code, Account No. etc. are correct/valid. If the bank details are found incorrect/invalid, the application would be rejected by PFMS. In this case, the payment process may be completed only after account correction in the application, if correction provision is available on NSP.   |
| <b>Question 19</b> | <b>How do I check the status of my application?</b>  |
| <b>Answer:</b>     | Student can check the status of Online Application by submitting his/her Application ID and Date Of Birth/Password under the link “Check your Status” on the home page of NSP.   |
| <b>Question 20</b> | <b>How to view the details of a particular scheme?</b>   |
| <b>Answer:</b>     | You may click on Guidelines link of particular Scheme displaying in On-Boarded schemes section on the Home page.   |
| <b>Question 21</b> | <b>How do I know the deadline for verification of application at Institute/State Level?</b>  |
| <b>Answer:</b>     | An SMS will be sent to your registered mobile no. regarding pendency of your application at each level. Accordingly you may contact the concerned verification level.  |
| <b>Question 22</b> | <b>How do I know the transaction status of my scholarship amount?</b>  |
| <b>Answer:</b>     | You may view the transaction status on PFMS portal under “ <b>Track NSP Payment</b> ” option by submitting your application ID.  |
| <b>Question 23</b> | <b>What should I do for the successful payment of Scholarship in my bank account?</b>  |
| <b>Answer:</b>     | The precautions to be followed for successful transaction of scholarship amount are as   |

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|                    | <p>under:</p> <ol style="list-style-type: none"> <li>i. Enter bank account details which is Aadhaar Verified i.e. IFSC code and bank account number in the online application form.</li> <li>ii. Enter the new IFSC code issued by the bank in case it was merged.</li> <li>iii. The bank account must be active to receive the amount. Confirm the same from the bank.</li> <li>iv. Account must be free from maximum transaction limit or any other conditions which may cause transaction failure at payment stage.</li> </ol> <p>In case of having any of above issues with your bank account, the amount of scholarship may be failed to get credited to your account.</p> |
| <b>Question 24</b> | <b>Whom should I contact for technical issues on NSP?</b>   |
| <b>Answer:</b>     | You may register your complaint on the home page of NSP. You may also raise the issue through the Helpline number and email ID available on the portal.   |

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