

No.K-11017/1/2022-SCD-V
Government of India
Ministry of Social Justice & Empowerment
Department of Social Justice & Empowerment
(SCD-V Section)

Shastri Bhawan, New Delhi
Dated: 08th July 2024

To

Additional Chief Secretary/Principal Secretary/Secretary/Commissioner/
Additional Secretary/Incharges/
Social Welfare Department/SC/OBC Welfare Department
All States/UTs

Subject: Instructions regarding Implementation of Post Matric Scholarship Scheme (SC) Students and Pre-Matric Scholarship Scheme for SC Students & Others for AY 2024-25 – reg.

Respected Madam/Sir,

With reference to implementation of Post Matric Scholarship Scheme (SC) Students and Pre-Matric Scholarship Scheme for SCs & Others for AY 2024-25, it is informed that in addition to the Guidelines/instructions already issued to all States/UTs vide letter dated 5th October, 2023 (copy enclosed), following recommendations as approved by the competent authority need to be implemented by all States/UTs as listed below:

- 1. For Pre and Post Matric Scholarship Schemes for SCs** -Aadhaar based biometric authentication and eKYC is to be made mandatory from AY 2024-25. All eligible beneficiaries, from AY 2024-25, need to have their Aadhaar based biometric authentication and eKYC to be completed during the application registration process. State/UT departments to make sure that the entire exercise is completed along with the registration and verification process.
- 2. All scholarship payments to be made using Aadhaar Payment Bridge (APB) System** to ensure that payments are made only to the eligible beneficiary. DoSJE would also suggest the States/UTs to encourage APBS for disbursement of state share under the said scheme. No Account based payments are accepted for disbursement of central share under the scholarship schemes.

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3. Real time integration (REST API) of State Scheme portals with NPCI–State portals is mandatory to show the real time status of Aadhaar seeding for applicant at the time of registration. This would help in reducing the payment failure issues related to non Aadhaar seeding faced in previous years, while at the same time help applicants get their Aadhaar seeding status.
4. In case of non-seeding of Aadhaar with beneficiary's account, INO must ensure that the student's Aadhaar seeding is completed and form is finally submitted within 15 days of registration of application. Thereafter, the State Governments are requested to ensure that the state share of scholarship is disbursed within 30 days of INO verification. Reducing the turnaround time for scholarship disbursements is extremely important and the emphasis of the Ministry.
5. SNOs and DNOs are requested to arrange and organise Aadhaar seeding camps for the applicants in coordination with the banks at the institution level.
6. For States, it is required that there is mandatory integration with DigiLocker/API Setu/State Database for Digital/online Verification of eligibility certificates from AY 2024-25. For online verification of eligibility certificates/documents, States/UTs shall use DigiLocker/API Setu extensively for eligibility verification. It is recommended that integration among the different databases and other State departments with the State Scholarship Portals is completed by end of October this year. Basic eligibility documents specially the Caste Certificate, Income Certificate, Educational Certificates and Domicile Certificate required for applying for the scholarships should be fetched online.
7. Geo-tagging of institutes and Aadhaar based eKYC of all Institute Nodal Officers to be completed by October this year.
8. States must ensure that a facility/provision is in place through which beneficiaries are informed regularly about the status of their scholarship application. Once scholarship is released, the State Governments/UTs are required to notify the beneficiaries as well as the institutions through SMS, Email, or any other means.
9. Students must ensure that scholarship benefit received from the State and Central Government viz. Tuition Fee/Non Refundable Fee are paid to the institute within 7 days from the date of receiving of scholarship amount. It shall be the responsibility of the State Governments and concerned Institutions to mentor/counsel/guide the beneficiaries to pay/remit the said amount to the Institutions. States/UTs must have appropriate systems and policies in place to ensure this.


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10. Institute must have valid and active AISHE or UDISE+ or NCVT or SCVT code in each record. Mandatory integration of State portals with UDISE+/AISHE & other similar databases for authentication of School/Colleges/Institutions from AY 2024-25.
11. Capturing the institution type – The Scholarship Portals should also capture the Institute type (Government/ Government Aided/Private) during the application verification process. The INO shall be responsible to capture, check and verify the type of Institution. It is imperative that the API be updated to include additional mandatory parameter that captures the type of institution from the State/UT.
12. Disbursement of State share: States shall have to clear all the pendency of AY 2022-23 & 2023-24, i.e., Disbursement of State Share, Aadhaar seeding failed cases and any other failure cases if any, at the earliest. States/UTs must also ensure data purification exercises are undertaken at regular intervals so that all redundant data, dummy data, duplicate data and incomplete data are removed from the system and scholarship portals.
13. Pending Utilization Certificates – States/UTs shall have to submit the pending Utilization Certificates for Administrative Funds issued in AY 2021-22 & 2022-23.
14. Aadhaar based Biometric eKYC for all INOs/HoIs/DNOs/SNO: From AY 2024-25, central share disbursement will take place only if, the concerned INOs/HoIs/DNOs/SNO has completed their Aadhaar based Biometric eKYC.
15. IEC & Capacity building: for all the activities related to IEC & Capacity building, States/UTs are suggested to arrange suitable & adequate mass awareness and outreach programmes which may be undertaken at regular and frequent intervals to ensure that the beneficiary students/institutions/department officials are aware of these requirements such that the larger goals of saturation and access to good education are achieved.
16. States/UTs are guided to create, maintain and regularly update the course master for the courses in Post Matric Scholarship Scheme.
17. As per the scheme guidelines, States/UTs need to ensure that Fee Rationalization/Fixation Committee is in place. Compulsory non-refundable fees including tuition fee, as fixed by the Fee Fixation/Rationalization Committee of the State Government shall be paid to the beneficiaries. It shall be ensured that Rates of academic allowance fixed by DoSJ&E, Govt. of India in the scheme guidelines shall be given to the beneficiaries.
18. States/UTs may decide/act for gainfully utilizing the administrative funds towards the suggestive activities that may be undertaken for smooth implementation of these two schemes:


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- i. Development and upgradation of IT Infrastructure;
 - ii. Strengthening of existing capacity including of technical experts and manpower;
 - iii. Capacity building and training of the existing staff and human resources;
 - iv. Data integration, scheme implementation, analysis, monitoring and evaluation;
 - v. IEC awareness, print, media & social media campaigns and outreach activities for saturation of these schemes; and
 - vi. Physical verification including Social Audits of at least 10% Institutions/beneficiaries as per scheme guidelines.
19. States/UTs are guided to take appropriate action on the below mentioned issues:
- vii. States/UTs need to capture active mobile number of INO mandatorily;
 - viii. States/UTs need to capture date of birth of applicant as per Aadhaar details. In case of missing details, States/UTs need to ensure that Aadhaar details of beneficiaries are updated;
 - ix. It is important to reiterate that all the Academic allowances for scholarships are on an annual basis, and not on month/semester basis;
 - x. As per scheme guidelines, in case of minor students where the guardian/parent are providing their Aadhaar, biometric authentication of the guardian/parent shall only be taken (whose Aadhaar has been provided). Further, a single guardian/parent's Aadhaar shall be allowed for a maximum of 2 children (students).

20. For States/UTs on-boarded on NSP:

NSP has done complete overhaul of the system for AY 2024-25 including following major changes in AY 2024-25.

- i. UI/UX enhancements (in co-ordination with NIC UI/UX Division) to provide better user experience;
- ii. Introduced the concept of One Time Registration (OTR). FAQs are available in Students' section on National Scholarship Portal to know more about the OTR <link: <https://scholarships.gov.in/studentFAQs>>;
- iii. Students can apply for scholarship only after getting/generating the OTR number;
- iv. New Scholarship Application Form for Fresh and Renewal scholarship applications submission;

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- v. Introduction of Grievance Redressal for Application wherein, each student/INO/DNO/SNO can submit their grievances;
- vi. Option to disburse scholarship multiple times in an academic year; and
- vii. New on-boarding of institute through mandatory face-authentication of HoI and INO.

21. Aadhaar based Biometric eKYC for all INOs/Hols/DNOs/SNOs:

Attention is invited to the revised Instructions letter no. K-11017/1/2022-SCD-V dated 05th October 2023, wherein it was recommended that starting from 2023-24 States/UTs were required to complete the Aadhaar based Bio-metric eKYC for all INOs and HOIs of existing institutions followed by Aadhaar based Biometric eKYC for DNOs & SNOs. This step is aimed to bolster the authenticity and accuracy of identity verification processes.

Yours faithfully


(Parveen Kumar Thind)

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Copy to:

1. Chief Secretary, All States/UTs as per list for kind information.
2. Shri Saurabh K Tiwari, Joint Secretary, DBT Mission, Cabinet Secretariat, New Delhi.
3. Shri Shashi Bhushan, HoG, NSP NIC, New Delhi.
4. Additional Chief Secretary/ Principal Secretary/Secretary/ Additional Secretary/Incharges of the Department of School Education, All States/UTs as per list for necessary cooperation and directions to all concerned for taking action on related aspects at the earliest.
5. Additional Chief Secretary/ Principal Secretary/Secretary/ Additional Secretary/Incharges of the Department of Higher Education, All States/UTs as per list for necessary cooperation and directions to all concerned for taking action on related aspects at the earliest.
6. Additional Chief Secretary/ Principal Secretary/Secretary/ Additional Secretary/Incharges of the Department of Medical Education, All States/UTs

as per list for necessary cooperation and directions to all concerned for taking action on related aspects at the earliest.

7. Commissioner/Director, Department of School Education, All States/UTs as per list; for necessary follow up and action.
8. Commissioner/Director, Department of Higher Education, All States/UTs as per list; for necessary follow up and action.
9. Commissioner/Director, Department of Medical Education, All States/UTs as per list; for necessary follow up and action.
10. HoG, National Scholarship Portal (NSP), NIC HQ.