

**GOVERNMENT OF JAMMU & KASHMIR**  
**DIRECTORATE OF SCHOOL EDUCATION JAMMU**  
**MUTHI CAMP, JAMMU – 181205**

The Chief education Officers (All)  
Jammu Division.

No: DSEJ/Aadharshila/2024-25/ 27806 - 22

Date: 07/12/2024.

**Sub: - Submission of online Scholarship applications under centrally Sponsored Scheme "Post- Matric Scholarships to ST student" for the Academic Year 2024-25.**

Find enclosed herewith the copy of the Notice dated: 26-11-2024 received from the Directorate of Tribal Affairs, J&K wherein they have intimated Fresh/Renewal online applications schedule for the academic year 2024-25 through the National Scholarships Portal (NSP) under the Centrally Sponsored Scheme "Post-Matric Scholarship to ST students". Applications of the eligible candidates will be entertained through the online National Scholarships Portal (NSP) who are studying in J&K or outside of J&K, pursuing various courses in Govt./Govt. aided/Govt. recognized Schools / Higher Secondary Schools.

In this connection, you are directed to issue necessary instructions to the concerned Head of institutions (Hols) regarding dissemination of the information to the eligible ST students, assisting the eligible ST beneficiaries through Institute Nodal officer (INOs) for online form submission & completion of the verification process on the NSP within the stipulated time period.

The consolidated progress report in respect of application received / verified be intimated to this Directorate (Hard/soft copy) by or before 2:00 PM on daily basis.

**The timelines for submission/verification of applications are given below:**

S. No.	Activities/ Events	Opening Date	Last Date
1.	The opening date for online submission of the applications on the NSP Portal for the students.	27 <sup>th</sup> of November, 2024	27 <sup>th</sup> of December 2024
2.	Verification of Applications by Institutional Nodal Officer (INO) on the NSP Portal.	27 <sup>th</sup> of November, 2024	29 <sup>th</sup> of December 2024
3.	Verification of Applications by District Nodal Officers (DNO) on the NSP Portal.	27 <sup>th</sup> of November, 2024	2 <sup>nd</sup> of January 2025

  
Director  
School Education Jammu

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Copy to the:

1. Principal Secretary to Govt., School Education Department, J&K for information.
2. Joint Director (All), School Education Department, Jammu for information & n/a.
3. I/c website, DSEJ for uploading the Notice on the official Website.
4. Office Copy.



GOVERNMENT OF JAMMU & KASHMIR  
DIRECTORATE OF TRIBAL AFFAIRS, J&K

127-AD, Opposite Police Residential Qtrs. Gandhi Nagar Jammu Pin Code No. 180004  
Sulleman Complex 2<sup>nd</sup> floor Dalgate Srinagar 190001

Email: [directorjk.tad@jk.gov.in](mailto:directorjk.tad@jk.gov.in)

Sub: - Submission of Online Scholarship applications under Centrally Sponsored Scheme "Post-Matric Scholarship to ST students" for the Academic Year 2024-25.

**NOTICE**

It is for the information of **Scheduled Tribe (ST) Students belonging to Jammu and Kashmir Union Territory** that Fresh/Renewal online applications are invited for the academic year 2024-25 through the National Scholarship Portal (NSP) at [www.scholarships.gov.in](http://www.scholarships.gov.in) under the Centrally Sponsored Scheme "Post-Matric Scholarship to ST students".

Applications will be entertained through the online portal for ST students who are studying in J&K or outside of J&K, pursuing various courses viz, XI, XII, Diploma, Graduation/Post Graduation Level Courses, B.Ed., M.Phil./Ph.D., Professional/Technical Degrees Courses, in Govt./Govt. aided/Govt. recognized Schools / Higher Secondary/Colleges/Universities including Medical/Technical Institutions having valid U-DISE/AISHE/NCVT codes only.

**THE TIMELINES FOR SUBMISSION/VERIFICATION OF APPLICATIONS ARE GIVEN BELOW:**

S. No.	Activities/ Events	Opening Date	Last Date
1.	The opening date for online submission of the applications on the NSP Portal for the students.	27 <sup>th</sup> of November, 2024	27 <sup>th</sup> of December 2024
2.	Verification of Applications by Institutional Nodal Officer (INO) on the NSP Portal.	27 <sup>th</sup> of November, 2024	29 <sup>th</sup> of December 2024
3.	Verification of Applications by District Nodal Officers (DNO) on the NSP Portal.	27 <sup>th</sup> of November, 2024	2 <sup>nd</sup> of January 2025

**ELIGIBILITY CRITERIA:**

- The student should belong to the **Scheduled Tribe (ST)** and must be a domicile of the Jammu and Kashmir Union Territory.
- Students should have passed the Matriculation or Higher Secondary or any higher Examination from a recognised University or Board of Secondary Education.
- The family income of the student from all sources should not exceed **Rs. 2.50 lakh** per annum.
- The student should have a valid account in a Scheduled Bank linked/seeded with **Aadhaar & Mobile Number (Mandatory)**.
- Aadhaar seeding with account is **compulsory** for One Time Registration (OTR) and **Payment**.
- The student should not be getting any other scholarship.
- Further, students can visit the Ministry of Tribal Affairs website to check eligibility criteria using the link (<https://dbttribal.gov.in/>).



## **INSTRUCTIONS FOR FILLING OF ONLINE APPLICATION:**

The procedure for submission of online application form by the student on National Scholarship Portal through website/URL <https://scholarships.gov.in> from any of the available internet access points. For further assistance, Students can download "**Student User Manual**" from NSP.

### **❖ Fresh Students:**

- Before applying for online scholarship application form students need to download and install the NSP OTR App from Google Play Store.
- The students also need to download and install the AadhaarFaceRD app on their mobile phones for face authentication, as available on Google Play Store or visit the nearest **Common Service Centre (CSCs)**.
- Students while applying for the above scholarship scheme should register themselves on NSP through the app "NSP OTR" and perform Face-authentication to generate **One Time Registration (OTR)** number which is **mandatory** for applying for scholarship for academic year 2024-25 onwards.

### **❖ Renewal Students:**

- NSP earlier launched the face-authentication service in the year 2023-24 and it was an option for the students to perform their face authentication.
- NSP has generated the **One Time Registration (OTR)** No. for the students who have performed the face-authentication in AY 2023-24 and the same has been sent to the applicant through SMS on their **Registered Mobile Numbers (RMN)**.
- Students who have received the **OTR No.** can directly apply for the scholarship on the NSP.
- In case, the student has not received the OTR number through SMS, OTR Number can be retrieved using "**Know your OTR**" available on the National Scholarship Portal.
- **Aadhaar and Mobile Number (Linked with Aadhaar) are mandatory for generating OTR.**
- Provide the correct and authenticated E-mail ID, as all the communications and authentications related to portal activities will be sent to the E-mail ID provided by the applicant.
- Scholarship disbursement will be done in the Aadhaar Seeded Account on National Payment Corporation of India (NPCI).

## **DOCUMENTS REQUIRED FOR AVAILING SCHOLARSHIP:**

### **(Documents to be uploaded on Portal)**

- i. Scan copy of Original Domicile Certificate/Permanent Residence Certificate.
- ii. Scan copy of Original Category Certificate (Schedule Tribe) issued by the competent authority.
- iii. Scan copy of Original Income Certificate of Parents/Guardians issued by the competent authority. In case of Parent/Guardian is Government/Private Employee, Salary Certificate issued by the concerned Drawing & Disbursing Officer. The uploaded scanned copy of the Income Certificate with malicious QR codes/edited/mutated will lead to the rejection of the application form.
- iv. Bonafide Certificate duly attested by the Head of the Universities/Colleges/Schools.
- v. Fee Receipt in original with the name of the candidate, date, and class/semester duly sealed & signed by competent authority.
- vi. Scan copy of marks sheet/promotion certificate of the last qualified examination/semester.



vii. Scan copy of undertaking in the form of Affidavit as per the below specimen.

I \_\_\_\_\_ S/O \_\_\_\_\_ R/O \_\_\_\_\_ District \_\_\_\_\_ do hereby solemnly affirm and declare on oath that: -

- i) I am not in receipt of any other Scholarship from any other institution/department for the year 2024-25.
- ii) I am not perusing any other course from any other institution for which I have applied for another Scholarship.
- iii) I have paid an amount of Rs \_\_\_\_\_ to \_\_\_\_\_ Institute/College for \_\_\_\_\_ course.  
All details mentioned/filled on NSP and documents uploaded are true, correct & nothing has been concealed therein.

I understand that in case I am found guilty of any wrong information for misleading the government, the government is liable to take any necessary action against me under the rules, including recovery of the Scholarship amount/being blacklisted/debarred from any Scholarship in the future.

**Note: The uploaded documents should be in PDF/JPG/JPEG format, file size must be in between 150- 200 kb only and should be readable/legible for scanning during the verification process otherwise it may lead to the rejection of the application form.**

**(Along with the above mentioned documents the candidates are advise to submit the following additional documents to the concerned Head of Institution)**

- viii. Scan Copy of Promotion Certificate/ Marks sheet of last qualified class.
- ix. Valid Hosteller Certificate, issued by the Institution duly sealed & signed by the competent authority.
- x. Scan copy of the Bank Pass-Book indicating complete particulars i.e., Name of the Account Holder, Address, Active Bank Account Number, Bank Branch & IFSC Code, etc.

After successful submission of the online application on National Scholarship Portal, the applicant has to acquire a **hard copy** of the application form and submit the same along with the requisite documents as indicated above to the **Head of the concerned Institution/INO** within a **week time**.

The **(INO) Institutional Nodal Officer** shall verify the uploaded documents of the students, through e-scanning/browsing, ensure the authenticity/genuineness of hard copies of the documents submitted by the students and **verify only eligible candidates on portal in light of the norms of Scheme & SOP of NSP**. If any uploaded document(s) verified by the INO is/are found forged/false/fake/ duplicate or tempered at any stage, the Head of Institution and Institute Nodal Officer shall be responsible for the **negligence**.

**Note: As per revised guidelines of the Scheme, before releasing/dispersing the Scholarship amount to the students the Department shall verify the registration, affiliation and accreditation, courses being offered and number of seats approved for each course in Schools/ Institutes/Colleges/Universities.**

**THE GRANT OF SCHOLARSHIP IS SUBJECT TO THE FOLLOWING CONDITIONS: -**

- Mere filling of the online scholarship application form will not confer any right of the student that he/ she will be granted a scholarship.
- Preference shall be given to the Government Institutions.
- Scholarship will be restricted to the availability of funds.
- Scholarship disbursement will be done in Aadhaar Seeded Account on NPCI.





**Help Desk: -**

For further queries, the Students/Institution Nodal Officers can contact on the following numbers given below (only during office hours):

1. Deputy Director Tribal Affairs Office Kashmir:  
0194-2500585 or 2500138, E-mail: - [directordeputy786@gmail.com](mailto:directordeputy786@gmail.com)
2. Deputy Director Tribal Affairs Office Jammu:  
0191-2479198 or 2476877, E-mail: - [dydirector.jmu@gmail.com](mailto:dydirector.jmu@gmail.com)
3. Directorate of Tribal Affairs Office on: 0194-2500138, 0191-2476877  
E-mail: [directorjk.tad@jk.gov.in](mailto:directorjk.tad@jk.gov.in)
4. **Note:** - Hard copy of the Scholarship form shall not be entertained in the Directorate as e-disposal is the mode of delivery of service. Applicants are advised to track their applications online from time to time so that the necessary corrections (if any) may be made within the stipulated timeline.

  
Director Tribal Affairs  
J&K

Dated: 26-11-2024

No: DTA/PMS/2024-25/ 3261-73

**Copy to the: -**

1. Principal, Resident Commissioner J&K Government, New Delhi/Mumbai for favour of information and with the request to publicize the notification.
2. Principal Secretary to Government, School Education Department for information with the request to get the notification uploaded on the Official website.
3. Secretary to Government, Tribal Affairs Department for information and with the request to direct the concerned for uploading the same on the Official Website.
4. Secretary to Government Higher Education Department for information and with the request to get it uploaded on the Official Website of Higher Education Department.
5. Director School Education Department, Jammu/Kashmir for information and with the request to ask the concerned Institutions/Nodal Officers to complete the online verification process on **NSP** within the stipulated period.
6. Director Colleges Jammu/Kashmir for information and with the request to ask the concerned Institutions/Nodal Officers to complete the online verification process on **NSP** within the stipulated period.
7. Director, Radio Kashmir Srinagar/Jammu, Baderwah, Kishtwar, Poonch & Rajouri with the request to broadcast the notification in NEWS Bulletins.
8. Director, Doordarshan Kendra Srinagar/Jammu with the request to give wide publicity to the notification repeatedly.
9. Joint Director, Information Srinagar/Jammu for information and with the request to kindly get the Notification Publicized in all leading dailies of the State having wide circulation in Jammu/Kashmir Divisions and outside the JK UT in two leading National Newspapers to ensure maximum publicity.
10. Officer on Special Duty (OSD) to Hon'ble Minister of Tribal Affairs for Information.
11. Deputy Director Tribal Affairs Jammu/ Kashmir for information and further necessary action.
12. District Social Welfare Officer (DTWO) Rajouri, Reasi, Poonch and Ganderbal for information and further necessary action.
12. Chief Education Officer (All) for information and necessary action.
13. Office file.