

INFORMATION BOOKLET

Scholarship and Means-cum-Merit Scheme

for students belonging to

MINORITY COMMUNITIES

(Muslims, Sikhs, Christians, Parsis, Jains, Buddhists)

PRE-MATRIC, POST-MATRIC CLASSES

and **PROFESSIONAL COURSES**

by

Ministry of Minority Affairs, Govt. of India



Awareness Initiative by

The Kalgidhar Trust - Baru Sahib

IMPORTANT

- ⇒ Scholarship amount is transferred to the Students' account under "Direct Benefit Transfer Scheme" DBT Scheme
- ⇒ Parents of Student of class 1 - X are advised to have or open "Joint Account" in the bank in the name of Student and one of the parent or guardian, preferably a "Joint Account" in the name of student and mother.
- ⇒ Students applying for Post Matric Scholarship or Merit-Cum-Means Scheme are advised to have or open the bank account in their own name.
- ⇒ Benefits can not be availed without having a proper bank account
- ⇒ As per Reserve Bank of India (RBI) directions all banks are required to open "NO FRILL" or "ZERO BALANCE" account under the DBT scheme.
- ⇒ In case of any problem in opening bank account, parents are advised to make a complaint to higher authorities of the respective bank or to Reserve Bank of India, Central Vista, Sector 17, Chandigarh - 160 017, Tel: +91 1722702271. Attn. Mrs. Rashmi Fauzdar, Regional Director

DISCLAIMER

01. This booklet contains procedures for providing information to students belonging to minority communities for availing welfare benefits under the schemes by the Ministry of Minority Affairs and Department for the welfare of SC/ST/OBC/Minority, Govt. of NCT of Delhi.
02. There are other schemes by the Department for the welfare of SC/ST/OBC/Minority, Govt. of NCT of Delhi and Ministry of Minority Affairs, New Delhi, details of the scheme can be downloaded by visiting www.minorityaffairs.gov.in or www.scstwelfare.delhigovt.nic.in
03. Care has been taken to give maximum information for the benefits of students, but parents/students are advised to recheck with school/institution principals or the Department for the welfare of SC/ST/OBC/Minority, Govt. of NCT of Delhi or Ministry of Minority Affairs, Govt. of India.
04. The Kalgidhar Trust, Baru Sahib & it's Volunteers are neither responsible/liable for any misrepresentation in this booklet nor for reimbursement of Fee/Scholarship by any of the school/institution/Dept. to eligible students.
05. The Kalgidhar Trust, Baru Sahib & it's volunteers are not responsible for procuring any of the documents required benefits under the schemes, beneficiaries are expected to comply with procedures to procure required documents on their own.
06. All beneficiaries are expected to complete the application form and submit same to the authorities/school/institution on their own.

For the convenience of applicant, all formats to be submitted to the school/college authorities can be downloaded from

www.minorityaffairs.gov.in

or

All formats given in the booklet can be photocopied for use by applicants

MINISTRY OF MINORITY AFFAIRS, GOVERNMENT OF INDIA

Prime Minister's New 15-Point Programme for the Welfare of Minorities

FREE COACHING AND ALLIED SCHEME FOR CANDIDATES STUDENTS BELONGING TO THE MINORITY COMMUNITIES

The Union Ministry of Minority Affairs invites proposals from institutions/centres for providing free coaching/training to students/candidates belonging to the minority communities notified under section 2(c) of the National Commission for Minorities Act, 1992 namely Muslims, Christians, Sikhs, Buddhists, Zoroastrians (Parsi's), Jains for the following:

- Qualifying examinations for admission in technical professional courses such as engineering, law, medical, management, information technology etc. and language/aptitude examinations for seeking admission to institute/universities.
- Competitive examinations for recruitment to Group 'A' - 'B' - 'C' and 'D' services and other equivalent posts under the Central and State governments including police security forces, public sector undertakings, Railways, banks, insurance companies as well as autonomous bodies.
- Coaching/training for jobs in the private sector such as in airlines, shipping, fisheries, information technology (IT), business process outsourcing (BPO) and other IT enabled services, hospitality, tours and travels, maritime, food processing, retail, sales and marketing, bio-technology and other job oriented courses as per the emerging trend of employment which does not ordinarily exceed nine months
- Remedial coaching for technical & professional courses at

undergraduate and post graduate level to improve academic knowledge and enable the student to catch up with the rest of the class and complete the course successfully. The remedial coaching will be imparted by the institute where the student is admitted to pursue technical/professional course.

2. HOW TO APPLY

The coaching/training institutes may submit their complete proposals in the prescribed application form (Part I & II) along with all necessary documents to the Department of the concerned State Government/Union Territory administration dealing with minority welfare for onward transmission to the Joint Secretary (PP), Ministry of Minority Affairs, 11th Floor, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi- 110003. The concerned State Department should have the project of the coaching institute inspected and then forward the proposal with specific recommendation in the prescribed format (Part III & IV of the application form) to the Ministry of Minority Affairs, Government of India in batches and not later than 31st October, 2009. The institutes in the government sector can send their proposals in the prescribed application form directly to the Ministry of Minority Affairs, Government of India before the specified date.

- The details of the scheme, including eligibility criteria for coaching/training institutes and candidates/students, stipend payable to candidates/students, fee payable to the coaching/training institutes and application format can be seen and downloaded from the website of the Ministry of Minority Affairs <http://minorityaffairs.gov.in>.

Coaching Institutes catering to minority students should apply under this scheme

Prime Minister's New 15-Point Programme for the Welfare of Minorities

SCHOLARSHIP FOR MINORITIES STUDENTS

Students belonging to the Muslim, Christian, Sikh, Buddhist, Jains and Parsi communities, notified as minority communities under section 2 (c) of the National Commission for Minorities Act, 1992 are eligible to apply for one of the following scholarships of the Ministry of Minority Affairs, Government of India

Scheme of pre-matric scholarship for minorities	Scheme of post-matric scholarship for minorities	Scheme of merit-cum- means scholarship for minorities
<ul style="list-style-type: none"> Scholarships will be awarded to eligible students of class to X in government I recognized private schools/ institutes. Financial assistance includes admission / tuition fees and maintenance allowance. Students who have scored not less than 50% marks in the previous final examination, and whose parents' / guardian's annual income does not exceed Rs. 1 Lakh, are eligible for the scholarship. 50% marks requirement will not apply to class I students. 	<ul style="list-style-type: none"> Scholarship will be awarded to eligible students of class XI upto Ph.D in government/ recognized private schools I colleges/ universities / institutes including technical and vocational courses of ITI's / ITCs (affiliated with NCVT) of class XI and XII level and the courses other than those covered under merit-cum-means scholarship scheme. Financial assistance includes admission/ tuition fees and maintenance allowance. Students who have scored not less than 50% merits in the previous final examination and whose parents' guardian's annual income does not exceed Rs. 2 lakh, are eligible for the scholarship. 	<ul style="list-style-type: none"> 60,000 new scholarships will be awarded to eligible students studying in technical/professional courses at under graduate and post-graduate levels. Financial assistance includes reimbursement of course fees and maintenance allowance. Full course fee is reimbursed for 70 listed Institutes in the scheme. Course fee upto a maximum of Rs.20,000/- is reimbursed for other institutes The annual income of the parents or guardian of the Student Should not exceed Rs.2.50 lakh from all sources

Students can apply for one of the above scheme only

In each scheme, 30 % of scholarships are earmarked for girls belonging to the minority communities
Details of the schemes, including application formats, are available on the website of the Ministry of Minority Affairs
www.minorityaffairs.gov.in • <http://www.momascholarship.gov.in/>

Watch out for the advertisement by your State Government / UT Administration and apply in the prescribed application format through the school / institute / college / university where you are studying.

Contact the Department of Minority Welfare or Department dealing with, scholarships for students from minority communities in your State / Union Territories for details.

**GOVERNMENT OF PUNJAB
DEPARTMENT OF WELFARE
(DIRECTORATE OF WELFARE OF SCHEDULED CASTES & BACKWARD CLASSES)
SCO NO. 148-149, SECTOR 34-A, CHANDIGARH - 160022
MINORITY WING**



**S. Parkash Singh Badal
Chief Minister**



**S. Sukhbir Singh Badal
Deputy Chief Minister**



**S. Gulzar Singh Ranike
Welfare Minister**



**Sh. Pawan Kumar Tinu
Chief Parliamentary
Secretary, Welfare**

**DEMAND UNDER PRE-MATRIC SCHOLARSHIP SCHEME FOR STUDENTS
BELONGING TO MINORITY COMMUNITIES - 2014-15**

Last Date to apply 31.8.2014

Proposals are invited from the Government/recognized/private schools/institutions affiliated with PSEB, CBSE, ICSE for providing scholarships to the minority communities (Sikhs, Muslims, Christians, Buddhists, Parsis & Jains) students studying in 1st to 10th classes under Pre-Matric Scholarship scheme. The demand will be prepared by the Head of the concerned school/Institution, for further submission to District Education Officer of the district, in the shape of **Hard and Soft Copies**. The concerned District Education Officer will consolidate the demand of all schools and forward in the shape of soft copies in a single lot to the **Director, Welfare of Scheduled Castes & Backward Classes Department (Minority Wing), Punjab, in the following format latest by 10th Sept, 2014.**

**FORMAT FOR DEMAND TO BE SENT BY SCHOOLS IN SHAPE OF HARD AND SOFT COPIES
(In Ms-Excel, Font- Times New Roman, Size 14")**

Sr. No.	Name of Student	Father's Name	Male/Female	Religion	%age marks in previous final exam.	Annual income of parents	Full Name and Address of School	District	E-mail ID of Head of the School	Contact No. of Head of the school	Whether the school is Govt./ Private	Class in which studying	Day Scholar/Hosteller	Whether scholarship application is *new**Renewal	Aadhar No.	***Bank account of Student	Name and complete address of Bank Branch	IFS code of Bank Branch	Admission & Tuition Fee	Maintenance Allowance	Total (20+21)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22

- * New: Students who are applying first time for the scholarship.
- ** Renewal: Students earlier benefitted under the scheme.
- ***Bank Account of the student till the age of 18 years may be joint account with their parents/guardian.

Eligibility conditions to apply:-

- Student who have secured not less than **50% marks** in the previous final examination.
- Annual income from all sources of the students' parents or guardian should not exceed **Rs. One Lac.**
- Student obtaining benefits under this scheme will not be allowed to avail of any other benefit under any other scheme for pursuing the same course.
- Scholarship will not be given to more than two students in a family.
- Parent/Guardian and the student should be domicile of Punjab State.
- Student should be regular in attendance.

Rate of Scholarship:-

S.No.	Item	Hostellers	Day Scholars
1.	Admission fee from class 6th to 10th	Rs. 500/- per annum subject to actuals	Rs. 500/- per annum subject to actuals
2.	Tuition fee from class 6th to 10th	Rs. 350/- per month subject to actuals	Rs. 350/- per month subject to actuals.
3.	Maintenance allowance will be payable for a period not exceeding 10 months in an academic year.		
	1) Classes 1st to 5th	Nil	Rs. 100/- per month
	2) Classes 6th to 10th	Rs. 600/- per month subject to actuals	Rs. 100/- per month

All the particulars regarding eligibility of the student will be verified & certified by the Head of the concerned School/Institution. They will also certify that each eligible student (as per norms of the scheme) of their school has been included in the demand and no eligible student has been left out.

Note:- Demand/Applications received directly from the students/parents/Institution will not be entertained at all and will be rejected automatically.

Application format and other relevant information can be downloaded from the website www.minorityaffairs.gov.in.
Queries and Suggestions welcomed at: E-mail: minorityaffairspunjab@gmail.com & Toll Free No. 1800-137-0015.

**Pirthi Chand
IAS
Director**

Pre-Matric Scheme

MINISTRY OF MINORITY AFFAIRS GOVERNMENT OF INDIA

11th Floor, Parayavaran Bhawan, CGO Complex, Lodi Road, New Delhi - 110003

Centrally Sponsored Scheme of 'Pre-Matric Scholarship'

Attention of Minority students with family income below Rs.1,00,000/-per annum is invited for scholarship to be awarded to the students who have secured not less than 50% marks in the previous final examination.

CONDITIONS FOR SCHOLARSHIP

1. Scholarship will be available to the students of minority community studying in Classes I to X. The continuance of award will be subject to securing 50% marks in the previous examination. Maintenance allowance will be provided to hostellers and day scholars.
2. The award will be discontinued if a student fails to secure 50% marks in the annual examination except in case of unavoidable reasons to be certified by the Principal/competent authority of the school and recommended by the State Government/Union Territory Administration.
3. Scholarship will not be given to more than two students from a family.
4. Students should be regular in attendance for which the yardstick will be decided by the competent authority of the school.
5. Course fee/Tuition fee will be credited to the school's/institute's bank account. Efforts will be made for transferring it electronically through the banks.
6. Maintenance allowance will be credited to the student's bank account.
7. If a student is found to have obtained a scholarship by false statement, his/her scholarship will be cancelled.
8. The student obtaining benefits under this scheme shall not be allowed to avail of benefits under any other scheme for this purpose.
9. If a student violates school discipline or any other terms and conditions of the scholarship, scholarship will be suspended or cancelled.
10. Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian from all sources does not exceed Rs.1 lakh. Unlike scholarship for SC and ST, there are a fixed number of scholarships for minorities and hence preference for selection has been laid down. Students from BPL families, having the lowest income shall be given preference in the ascending order. The renewal applications would be fully exhausted before the new applications are considered.

DURATION FOR SCHOLARSHIP :

The scholarships will be provided for the entire course. Maintenance allowance will be given for 10 months only in an academic year.

Note : The scheme will be implemented through the State Government/ Union Territory Administration

REQUIREMENTS FOR SCHOLARSHIP :

1. The applicant has to submit a proof of permanent residence. (Ration Card/Voter I.D. card/Domicile Certificate)
2. Minority community declaration/affidavit on non-judicial stamp paper by the student that he/she belongs to any one of the minority communities notified by Central Government.
3. Verification of the student to be furnished by the Head of the school/institute.
4. Income declaration affidavit on non-judicial stamp paper for self-employed parents/guardian or income certificate from the employer for employed parents/guardian.
5. Copies of certificates of educational qualifications attested by a Gazetted Officer.
6. Self attested passport size photograph with signature.
7. Bank Account should be in the name of the student.
8. Receipt in acknowledgment of scholarship in the previous year duly countersigned by the Head of the school/institute.

SUBMISSION OF APPLICATION FORMS (Refer instructions below Part-II of application)

1. Students and their parents/guardian are advised to apply in the prescribed format given above to their respective School Principals/Head Masters who would forward the consolidated statement & application form and other attested documents including original fee.

- * The scholarship will be awarded for studies in India in a government or private school from class I to class X, including such residential Government institutes and eligible private institutes selected and notified in a transparent manner by the State Government and Union Territory Administration concerned.
- * Scholarship will be awarded to the students who have secured not less than 50% marks in the previous final examination and annual income of their parents/guardian from all sources does not exceed Rs. 1 lakh.
- * **EARMARKING FOR GIRL STUDENTS** - 30% of scholarship will be earmarked for girl students. In case sufficient number of eligible girl students are not available, then the balance earmarked scholarships may be awarded to eligible boy students.
- * **RATE OF SCHOLARSHIP**
Actual financial assistance will be provided for admission/tuition fee and maintenance allowance as given below subject to a maximum ceiling indicated against item concerned:

S.No.	Item	Hostellers *	Day Scholars
1	Admission fee from class VI to X	Rs.500/-p.a. subject to actuals.	Rs.500/- p.a. subject to actuals.
2	Tuition fee from class VI to X	Rs.350/- p.m. subject to actuals.	Rs.350/- p.m. subject to actuals.
3.	Maintenance allowance will be payable for a period not exceeding 10 months in an academic year.		
	(i) Class I to V	Nil	Rs. 100/- p.m.
	(ii) Class VI to X	Rs. 600/-p.m. subject to actuals.	Rs. 100/-p.m.

- * Hostellers include students who are staying in hostel of the school/institute concerned or those provided by the State Government/Union Territory Administration concerned.



Educated Girl
is the base of
Strong Society

**SCHEME OF PRE-MATRIC SCHOLARSHIP FOR STUDENTS BELONGING TO THE
MINORITY COMMUNITIES**

SAMPLE FORMAT OF APPLICATION

Affix a self
attested
passport size
photograph

FOR OFFICIAL USE ONLY

Sl. No. of application	Year	Class	Income	Selected/ Not Selected

Part – I [To be filled up by applicant.] Fresh Renewal (Tick) ✓

1. Full name (in block letters)

2. Father's / Mother's Name:

3. State/UT of domicile

4. Full Address for Correspondence:

5. Contact:

Telephone/Mobile (if any)	
Email ID (if any):	

6. Date of birth (Please enclose certificate)

D	D	M	M	Y	Y	Y	Y

7. Whether male or female or other Male Female Other (Tick) ✓

8. Aadhaar No. (if available)

9. Nationality:

10. Religion:

11. Details of school/institute, including residential ones:

(i) Class and Name of the school/institute studying:
.....

(ii) Full Address of school/institute:
.....
.....

12. Whether Day scholar or Hosteller: Day scholar Hosteller (Tick) ✓

13. Total Annual course fee: **Rs.....**

(Break up of course such as Admission fee, Tuition fee and Maintenance Allowance)

S.No.	Item	Amount (Rs.)
1.	Admission Fee	
2.	Tuition Fee	
3.	Maintenance Allowance	
	Total	

14. Details of bank account of student:

(These details would be required only after sanction of scholarship and before disbursement of scholarship amount)

(i) Name of the Bank

(ii) Bank Branch (full address) _____
State _____ District _____ Pin _____

(iii) Branch Code number

(vi) Bank Account Number _____

(vii) Type of bank Account _____ Saving/Current

(viii) MICR code of the Bank _____

(ix) IFSC code of the Bank _____

15. Annual **Income of parents/guardian of the students: Rs.....**

16. Documents enclosed with the application:

- (i) Self-attested passport size photograph with signature.
- (ii) Income Certificate; or Income declaration (affidavit on non-judicial stamp paper for self-employed parents/guardian); or income certificate from the employer for employed parents/guardian.
- (iii) Minority community declaration affidavit on non-judicial stamp paper by the students that he/she belongs to any one of the minority communities notified by Central Government. Community Certificate issued by Principal of concerned School/Institute may also be accepted.

17. Declaration of Student:

- (i) I hereby declare that the information given above is correct.
- (ii) I am not availing any other scholarship for this purpose from any State/Central Govt.
- (iii) I shall abide by the terms and conditions for sanction of the Pre-matric Scholarship.
- (iv) If the information given by me is found to be false/incorrect, the scholarship is sanctioned to me, may be cancelled and the entire amount of scholarship will be refunded by me or recovered from me, apart from such penal action as warranted

Date:

Place:

Signature of the student
(Signature/Thumb impression of student's
parents/guardian for students of Class I to V)

Part-II [to be filled up by the Head of the school/institute]

18. Verification/information to be furnished by the Head of school/ institute:

(i) It is certified that the information filled in the above mentioned columns (1 to 17) by Shri/Kumari _____ s/o / d/o Shri _____ who is studying in class

_____ for the academic session _____ in this school/institute is correct.

Date:

Place:

Signature of Head of the
school/institute with official seal

Self Declaration

I.....

S/O.....

R/O.....

Teh..... Distt.

do hereby solemnly affirm and declare as under:

Affix a self-
attested passport
size photograph

Affix Revenue
Stamp of
Rs. 10

1. That I am residing at said premises since.....
2. That my son/daughter.....is studying in
..... in the class.
3. That I and my above named son/daughter belong to Sikh Community, notified minority community in India.
4. That I and my above named son/daughter are citizen of India.
5. That my annual income from all sources is Rs./- (Rupees
..... Only)
6. That my son / daughter / I have not applied for any other scholarship from Govt. to persue the course/class for the above mentioned institute/school.
7. I shall abide by the term and condition for sanction of the Pre-Matric / Post-Matric Scholarship.

I undertake that if at any stage, it is found to be the satisfaction of the sanctioning authority in the concerned state Govt. /Union territory Administration that the information given by me is false or if I violate the term and condition of the scholarship, the scholarship sanctioned to me, may be cancelled and the entire amount of scholarship will be refunded by me, apart from penal action as warranted by law.

Date:

Deponent

Verification

Verified that the contents of this declaration are true and correct to the best of my knowledge and belief.

Deponent

Frequently Asked Questions (FAQs) Pre-matric scholarship scheme for minority communities

Q.1. What is the pre-matric scholarship scheme for minority communities?

A. The objective of the scheme is to encourage parents from minority communities to send their school going children to school, lighten their financial burden on school education and sustain their efforts to support their children to complete school education.

Pre-matric scholarship scheme for minority communities provides the scholarship to students from class I to X studying in Government/ recognised private schools/ institutes in India. (See website:-www.minorityaffairs.gov.in)

Q.2. Who is eligible to apply for the pre-matric scholarship?

A. Students belonging to Muslim/ Christian/ Sikh/ Buddhist/ Parsi/ Jain who has secured not less than 50% marks in previous final examination and the annual income of his/her parents/ guardians from all sources not exceeding Rs. 1 lakh, can apply for the pre-matric scholarship in the prescribed application to the Department dealing with minority welfare of his/her State/UT, on advt. published by the State Government/ Union Territory Administration concerned.

Q.3. What is the financial assistance given under pre matric scholarship?

A. Under pre-matric scholarship, financial assistance for admission & course/tuition fee and maintenance allowance is given, as under:

Class	Admission fee per annum		Tuition fee per month		Maintenance allowance per month for 10 months in an academic year.	
	Hosteller	Day scholar	Hosteller	Day scholar	Hosteller	Day scholar
I to V	Nil	Nil	Nil	Nil	Nil	Rs. 100/-
VI to X	Rs. 500/- subject to actuals	Rs. 500/- subject to actuals	Rs. 350/- subject to actuals	Rs. 350/- subject to actuals	Rs. 600/- subject to actuals	Rs. 100/-

Q.4. How is the pre-matric scholarship amount disbursed to the students?

A. State Government/ Union Territory Administration concerned or their designated agencies disburse the maintenance allowance to the student's bank accounts, and admission and course/ tuition fee to the bank account of School/ Institute concerned.

Q.5. When did the scheme commence?

A. It commenced from the year 2008-09.

Q.6. What is the contact address of Principal Secretaries/Secretaries dealing with Pre-matric Scholarship in States/UTs?

A. List of Principal Secretaries/Secretaries dealing with Pre-Matric & Post-Matric Scholarship in States/UTs.

List of Nodal Offices

S.No.	States/ Uts	Name & Designation	E-Mail	Mobile No.	Landline No.
1	Andaman and Nicobar	Shri R.K. Majhi, superintendent	dirsw@and.noc.in	09933226963	03192-239140
2	Andhra Pradesh	Md.Ilyas Rizvi, Sh Dilawar Ali, Managing Director	mdilawarli@gmail.com	9849901134	0402344500
3	Arunachal Pradesh				
4	Assam	Ahmed Hussain, Joint Secretary	director.cada@yahoo.com	9435103675	0361238540
5	Bihar	Shri Sadat Hasan, MD Nodal officer	meritcummeansbihar@gmail.com	9934474433	06122217955
6	Chandigarh	Shri Sushil Dutt, Nodal officer	social_welfare@rediffmail.com	9888954790	01722740045
7	Chattisgarh	Shri RamSharan Singh, Deputy Commissioner	ctd.cg@nic.in, ashu.vadher@gmail.com	9424227938	07712263901
8	Dadra and Nagar Haveli				
9	Daman Diu	Sh. Vijender Kumar, Director	vijender-singh165@yahoo.co.in	9737167679	02602230854
10	Delhi	Shri Chauhan, Nodal officer	ddscstde@hub.nic.in	9416066612	01123379514
11	Goa	Shri S. Fernandes, Dy. Director	sfernsgoa@gmail.com	9881435463	083222378
12	Gujarat	Mr. K.I.Parmar, Joint Director	leghumati@gmail.com	9427759015	07923253265
13	Haryana	Smt. Surinder Kaur, Nodal officer	sje@hry.nic.in	9878085747	01722704212
14	Himachal Pradesh	Dr. S.B. Sekhar, Jr. Director	dir.edu@rediffmail.com	9418453535	01772652579
15	Jammu and Kashmir	Shri Arun Kumar, Under Secretary	arunkokiloo@gmail.com	9419423126	01912542759
16	Jharkand	Shri S.K. Sinha, Secretary	tcdc.jharkand@gmail.com	9431114705	06512552398
17	Karnataka	Shri Nusrath Ulla Shariff, Director Incharge	nushariff@gmail.com	9880165873	08022200623
18	Kerala	Sh.P.Salim, Nodal officer	momakerala@gmail.com	9447758034	0471251741
19	Lakshadweep				
20	Madhya Pradesh	Shri Yashpal Singh, Director	bcbpl@mp.nic.in	9425042403	07552553329
21	Maharashtra	Smt. Ainul Attar, Dy. Director	ainulattar@hotmail.com, mcm.dte@gmail.com	2230233465	02222617969
22	Manipur	Shri Dinesh Singh, Director	bcbpl@mp.nic.in	9436890723	03852442539
23	Meghalaya	Sh.B.N.Lamare, Nodal officer	dhtemeghalaya@yahoo.com	9436311768	03642226015
24	Mizoram	Shri Lalmuankima Sailo, O.S.D	msb.mizoram@gmail.com	9436147515	03892322561
25	Nagaland	Shri Chubainla Jamir, Director	us.hteddept@gmail.com	9436006306	03702271144
26	Orissa	Shri Dasharathi Satapati, Director	stscpms@gmail.com	9438081713	0674-2322760
27	Punucherry	Sh. Hari, Nodal officer	secywel.pon@nic.in	9894357923	04132205871
28	Punjab	S. Jung Singh	minorityaffairspunjab@gmail.com	9872909095	01722604607
29	Rajasthan	Gunjan soni, Nodal officer	raj.minocell@gmail.com	9694787275	01412220258
30	Sikkim	Deepmama Pradhan, Additional Secretary	deep.prd@gmail.com	9832652868	03592203185
31	Tamil Nadu	Shri Vignesh, Nodal officer	tnminorities@gmail.com	9444518299	04428515050
32	Tripura	Sh. S.K. Nandi, Director	tripurabawan@rediffmail.com	9868208635	03812223686
33	Uttarakhand	Shri Rahat Ali, Deputy Secretary	ukdirectorminority@gmail.com	9897926786	01352671122
34	Uttar Pradesh	Shri Sayad Intesar Haider, Nodal officer	dirminw@nic.in	9807946147	0522-2287098
35	West Bengal	Sh. Jawaid Akhtar, MD Nodal officer	md.wbmdfc@yahoo.com	9433092838	03340047469

Post-Matric Scheme

MINISTRY OF MINORITY AFFAIRS GOVERNMENT OF INDIA

11th Floor, Parayavaran Bhawan, CGO Complex, Lodi Road, New Delhi - 110003

Centrally Sponsored Scheme of 'Post-Matric Scholarship' for students of class XI to Ph.D

The scholarship is to be awarded for studies in India in a government or private higher secondary school/college/university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned. It will also cover technical and vocational courses in Industrial Training Institutes/ Industrial Training Centres affiliated with the National Council for Vocational Training (NCVT) of classes XI and XII level.

RATE OF SCHOLARSHIP

Class XI and XII	–	Rs. 7000/- per annum plus maintenance allowance
Class XI and XII (Tech. & Voc. courses)	–	Rs. 10000/- per annum plus maintenance allowance
Under-graduate & Post-graduate	–	Rs. 3000/- per annum plus maintenance allowance

ELIGIBILITY CRITERIA

Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian, from all sources does not exceed Rs. 2 lakh.

DURATION FOR SCHOLARSHIP :

Scholarship will be provided for the entire course. However, maintenance allowance will be given for a period not exceeding 10 months only in an academic year.

REQUIREMENTS FOR SCHOLARSHIP :

1. The applicant has to submit a proof of permanent residence.
2. Minority community declaration affidavit on non-judicial stamp paper by the student that he/she belongs to any one of the minority communities notified by Central Government.
3. Verification of the student to be furnished by the Head of the school/institute.
4. Income declaration - affidavit on non-judicial stamp paper for self-employed parents/guardian or income certificate from the employer for employed parents/guardian.
5. Copies of certificates of educational qualifications attested by a Gazetted Officer.
6. Self attested passport size photograph with signature.
7. Details of Bank Account of the student.
8. Receipt in acknowledgment of scholarship in the previous year duly countersigned by the Head of the school/college/institute.

SUBMISSION OF APPLICATION:

Students to apply **ONLINE** for Post-Matric Scholarship
visit: [www.http://minorityaffairs.gov.in/](http://minorityaffairs.gov.in/),
or
<http://www.momascholarship.gov.in/>

Note: It is essential that school/college/institute to be registered with Welfare Department, Govt. of Punjab, so that students can avail benefits

For further details please log on to www.minorityaffairs.gov.in

- * Scholarship will be given to the students, pursuing studies from class XI to Ph.D from Government/aided/recognized private school/college/institute including technical and vocational courses of class XI and XII level in Industrial Training institutes/Industrial Training Centres affiliated with the National Council for Vocational Training.
- * The objective of the scheme is to award scholarships to meritorious students belonging to economically weaker sections of minority community so as to provide them better opportunities for higher education, increase their rate of attainment in higher education and enhance their employability.
- * The scholarship is to be awarded for studies in India in a government or private higher secondary school/college/university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned. It will also cover technical and vocational courses in Industrial Training Institutes/Industrial Training Centres affiliated with the National Council for Vocational Training (NCVT) of classes XI and XII level.
- * Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian from all sources does not exceed Rs.2 lakh.
- * **EARMARKING FOR GIRL STUDENTS** - 30% of scholarship will be earmarked for girl students. In case sufficient number of eligible girl students are not available, then the balance earmarked scholarships may be awarded to eligible boy students.
- * Scholarship will be provided for the entire course. However, maintenance allowance will be given for a period not exceeding 10 months only in an academic year.
- * **RATE OF SCHOLARSHIP**

Actual financial assistance will be provided for admission & course /tuition fee and maintenance allowance as given below subject to a maximum ceiling indicated against item concerned:

Sl. No.	Item	Hosteller *	Day scholar
1	Admission and tuition fee for classes XI and XII.	Actual subject to a maximum ceiling of Rs.7,000 p.a.	Actual subject to a maximum ceiling of Rs.7,000 p.a.
2	Admission and course/tuition fee for technical and vocational courses of XI and XII level. (Includes fees/charges for raw materials, etc.)	Actual subject to a maximum ceiling of Rs.10,000 p.a.	Actual subject to a maximum ceiling of Rs.10,000 p.a.
3	Admission and tuition fee for under-graduate, post graduate.	Actual subject to a maximum ceiling of Rs.3,000 p.a.	Actual subject to a maximum ceiling of Rs.3,000 p.a.
4	Maintenance allowance for 10 months only in an academic year (Includes expenses for study material, etc.)		
	(i) Classes XI and XII including technical and vocational courses of this level.	Rs.380 p.m.	Rs.230 p.m.
	(ii) Courses other than technical and professional courses at under-graduate and post graduate level	Rs.520 p.m.	Rs.300 p.m.
	(iii) M. Phil and Ph.D. (For those researchers who are not awarded any fellowship by university or any other authority)	Rs.1200 p.m.	Rs.550 p.m.

* Hostellers include students who are not staying in hostel of the school/institute concerned but are staying as paying guest or in rented accommodation in towns/cities which are not the places where their parents reside.

* **CONDITIONS FOR SCHOLARSHIP**

- (i) Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian from all sources does not exceed Rs.2 lakh. Unlike scholarship for SC and ST, there are a fixed number of scholarships for minorities and hence preference for selection has been laid down. Students from BPL families, having the lowest income shall be given preference in the ascending order. The renewal applications would be fully exhausted before the new applications are considered.
- (ii) The award will be discontinued if a student fails to secure 50% marks or equivalent grade in the previous final examination. Scholarship will not be awarded for more than the normal period of time taken to obtain certificate/degree/M. Phil degree/doctorate degree.
- (iii) Scholarships will not be given to more than two students in a family.
- (iv) The students should be regular in attendance for which the yardstick will be decided by the competent authority of the school/college/university.
- (v) Income certificate should be on self-certification basis by way of an affidavit on non-judicial stamp paper for self-employed parents and from employer for employed parents.
- (vi) The school/college/university authority will certify the claim of the student of being an outstation students not residing in hostel of the institution concerned on the basis of permanent address and parent's address.
- (vii) Maintenance allowance will be credited to the students bank account through ECS.
- (viii) Scholarship holder under this scheme will not avail of any other scholarship/stipend for pursuing the same course.

Frequently Asked Questions (FAQs)
Post-matric scholarship scheme for minority communities

Q.1. What is the post-matric scholarship scheme for minority communities?

A. The objective of the scheme is to award scholarships to meritorious students belonging to economically weaker sections of minority community so as to provide them better opportunities for higher education, increase their rate of attainment in higher education and enhance their employability. Post-matric scholarship scheme for minority communities provides the scholarship to students from class XI to Ph.D (XI, XII, Technical/Vocational, Under Graduate, Post Graduate, M.Phil & Ph.D) studying in Government/ recognised private schools/ colleges/ universities/ institutes in India including technical/ vocational courses in Industrial Training Institutes/ Industrial Training Centers and the courses not covered under merit-cum-means based scholarship scheme for minority communities. This scholarship is not available for LLB, MBA, MCA, BE and MBBS. (See website:-www.minorityaffairs.gov.in)

Q.2. Who is eligible to apply for the post-matric scholarship?

A. Students belonging to Muslim/Christian/Sikh/Buddhist/Parsi/Jains, who have secured not less than 50% marks in previous final examination and the annual income of his/her parents/ guardians from all sources not exceeding Rs. 2 lakhs, can apply for the post-matric scholarship in the prescribed application to the Department dealing with minority welfare of his/her State/UT, on advertisement published by the State Government/ Union Territory Administration concerned.

Q.3. Who can claim hostel reimbursements charges ?

A. Hostlers include students who are not staying in hostel of the school/institute concerned but are staying as paying guest in rented accommodation in towns/cities which are not the places where their parents resides

Q.4 What if I am resident of particular state but pursuing studies in other state?

A. Your application after the authentications/verification by your present institute will be sent to welfare department of the state to which you belong.



IMPORTANT

Procedure for registering School/College/Institution with Director, Welfare of SC/BC/ Minorities of Punjab Government for online applications

Govt. of Punjab intends to switch over the implementation of centrally sponsored scholarship scheme for post matric and merit-cum-means from offline to online system. All post matric institutions i.e. Senior Secondary Schools, University, College including professional technical and residential Institutions of Govt. /private, polytechnic, ITT and industrial training centers(vocational courses) etc are to be registered with Director Welfare of SC/BC/Minorities, Govt. of Punjab.

The following information should be furnished for registration either personally at address given below or through e-mail at minorityaffairsunjab@gmail.com.

+ Name of the School/Institution.

+ Name of the district where School/Institution is situated.

+ Name of the University/ Board with which Institution is affiliated.

+ School/Institution ownership (Govt., private or Govt. aided)

+ Courses offered by the School/Institution (arts, commerce, research, polytechnic, Science, technical, vocational, medical etc.)

+ E-mail id of the School/Institution.

+ Mobile No. of the Principal.

+ Name of the Nodal Officer and his/her mobile no.

**Address: Director of Welfare SC/BC/Minorities, Govt. of Punjab,
SCO No. 142-149, 3rd Floor, Sector 34 A, Chandigarh Ph: 1800 137 0015**

In the interest of the students, Schools/Colleges/Institutions are advised to get themselves
with the office of the Director of Welfare SC/BC/Minorities.

Merit-Cum-Means Scheme

MINISTRY OF MINORITY AFFAIRS GOVERNMENT OF INDIA

11th Floor, Parayavaran Bhawan, CGO Complex, Lodi Road, New Delhi - 110003

Centrally Sponsored Scheme of 'Merit cum Means based Scholarship' for students pursuing Degree/Post graduate level technical and professional courses

The scholarship is to be awarded for studies in India only and will be awarded through an agency designated by the State Govt./UT Administration for this purpose. 60,000 scholarships are distributed among the students of minority communities throughout the country, based on their state-wise population.

RATE OF SCHOLARSHIP - Rs. 25,000 - 30,000 per annum
Full course fee will be reimbursed for eligible institutions

ELIGIBILITY CRITERIA

Financial assistance will be given to pursue degree and/or post-graduate level technical and professional courses from recognized institutions. Selection strictly on merit basis.

The annual income of the beneficiary/ parent or guardian of beneficiary should not exceed Rs. 2.50 lakh from all sources.

REQUIREMENTS :

1. The applicant has to submit a proof of permanent residence.
2. One attested copy of certificates, diploma, degree etc. in respect of all examinations passed.
3. Income declaration by the self-employed parents/guardian, stating definite income from all sources by way of an affidavit on non-judicial stamp paper. Employed parents/guardians are required to obtain income certificate from their employer and for any additional income from other sources, declaration by way of an affidavit on non-judicial stamp paper.
4. Self attested passport size photograph with signature.
5. Details of Bank Account of the student.
6. Receipt in acknowledgment of scholarship in the previous year on the form attached to the application duly countersigned by the Head of the Institution concerned.
7. Minority community declaration affidavit on non-judicial stamp paper by the student that he/she belongs to any one of the minority communities notified by Central Government.
8. Scholarship will be awarded to the students who have secured not less than 50% marks or equivalent grade in the previous final examination and the annual income of whose parents/guardian from all sources does not exceed Rs.2 lakh. Unlike scholarship for SC and ST, there are a fixed number of scholarships for minorities and hence preference for selection has been laid down. Students from BPL families, having the lowest income shall be given preference in the ascending order. The renewal applications would be fully exhausted before the new applications are considered.

SUBMISSION OF APPLICATION:

Students to apply **ONLINE** for Merit-Cum-Means Scheme Scholarship

visit: [www.http://minorityaffairs.gov.in/](http://minorityaffairs.gov.in/),

or

<http://www.momascholarship.gov.in/>

5. CONDITIONS FOR SCHOLARSHIP (FRESH):

- i) Financial assistance will be given to pursue degree and/or post graduate level technical and professional courses from a recognized institution. Maintenance allowance will be credited to the student's account.
- ii) Students who get admission to a college to pursue technical/professional courses, on the basis of a competitive examination will be eligible for the scholarship.
- iii) Students who get admission in technical/professional courses without facing any competitive examination will also be eligible for scholarship. However, such students should have not less than 50% marks at higher secondary/graduation level. Selection of these students will be done strictly on merit basis.
- iv) Continuation of the scholarship in subsequent years will depend on successful completion of the course during the preceding year.
- v) A scholarship holder under this scheme will not avail any other scholarship/stipend for pursuing the course.
- vi) The annual income of the beneficiary/parent or guardian of beneficiary should not exceed Rs.2.50 lakh from all sources.
- vii) 30% scholarship will be reserved for girls of each minority community in a state which is transferable to male student of that community in case of non-availability of female candidate in that community in the concerned state.
- viii) The scheme is specifically meant for minority students having domicile certificate/proof of their permanent stay on that particular state (residence of National Capital Territory of Delhi).

6. CONDITION FOR SCHOLARSHIPS (RENEWAL)

Student who was selected for scholarship in 2007-08 and 2008-09 under this scheme and still successfully continuing their studies in the same course should apply for RENEWAL. In that case he/she should indicate this against column No. 13 & 14 of application form. The name of the selected students for the year 2008-09 have already been displayed in the website of this Department.

7. Rate of Scholarship:

The rate of scholarship will be as under:

Sl.No.	Type of Financial Assistance	Rate for hostler	Rate for Day Scholar
1.	Maintenance Allowance (For 10 months only)	Rs.10,000/-per annum (Rs.1000 p.m.)	Rs.5,000/- per annum. (Rs.500 p.m.)
2.	Course Fee*	Rs.20,000/- per annum or Actual whichever is less	Rs.20,000/- per annum or Actual whichever is less
	Total	Rs.30,000/-	Rs.25,000/-

* Full course fee will be reimbursed in respect of 70 eligible institutions and courses covered under this scheme are listed below.



Procedure for registering School/College/Institution with Director, Welfare of SC/BC/Minorities of Punjab Government for online applications

Govt. of Punjab intends to switch over the implementation of centrally sponsored scholarship scheme for post matric and merit-cum-means from offline to online system. All post matric institutions i.e. Senior Secondary Schools, University, College including professional technical and residential Institutions of Govt./private, polytechnic, ITT and industrial training centers(vocational courses) etc are to be registered with Director Welfare of SC/BC/Minorities, Govt. of Punjab.

The following information should be furnished for registration either personally at address given below or through e-mail at minorityaffairsunjab@gmail.com.

- + Name of the School/Institution.
- + Name of the district where School/Institution is situated.
- + Name of the University/ Board with which Institution is affiliated.
- + School/Institution ownership (Govt., private or Govt. aided)
- + Courses offered by the School/Institution (arts, commerce, research, polytechnic, Science, technical, vocational, medical etc.)
- + E-mail id of the School/Institution.
- + Mobile No. of the Principal.
- + Name of the Nodal Officer and his/her mobile no.

**Address: Director of Welfare SC/BC/Minorities, Govt. of Punjab,
SCO No. 142-149, 3rd Floor, Sector 34 A, Chandigarh Ph: 1800 137 0015**
In the interest of the students, Schools/Colleges/Institutions are advised to get themselves
with the office of the Director of Welfare SC/BC/Minorities.

List of 70 Institutions eligible for full reimbursement of Course Fee

Name of the Institute

- * Indian Institute of Technology, (IIT), New Delhi, Kanpur, Powai, Mumbai, Kharagpur, Chennai, Guwahati, Roorkee.
- * Indian Institute of Management, Ahmedabad, Bangalore, Kolkata, Kozhikode, Kerala, Indore, Lucknow.
- * National Institute of Technology, Calicut, Srinagar, Durgapur, Jamshedpur, Surthakal, Warangal, Rourkela, Tiruchirapalli, Kurukshetra, Silchar, Hamirpur, Patna, Raipur, Agartalla,
- * S.V. National Institute of Technology, Surat
- * Dr. B.R. Ambedkar National Institute of Technology, Jalandhar
- * Visvesvaraya National Institute of Technology, Nagpur
- * Maulana Azad National Institute of Technology, Bhopal
- * Motilal Nehru National Institute of Technology, Allahabad
- * Malaviya National Institute of Technology, Jaipur
- * ABV- Indian Institute of Information Technology and Management, Gwalior
- * Indian Institute of Information Technology (IIIT), Nehru Science Centre. Kamla Nehru Road, Allahabad
- * Pandit Dwarka Prasad Mishra Indian Institute of Information Technology, Design & Manufacturing (IIITDM), IT Bhavan, Jabalpur Engg. Campus, Ranjhi, Jabalpur
- * Indian Institute of Information Technology, Design & Manufacturing (IIITDM), Kancheepuram, Tamilnadu.
- * Indian Institute of Science, Bangalore
- * Indian School of Mines, Dhanbad
- * National Institute of Foundry and Forge Technology (NIFFT), Ranchi
- * National Institute of Industrial Engineering, Vihar Lake, P.O.-NITIE, Mumbai
- * North Eastern Regional Institute of Science and Technology (NERIST), Nirjuli-79110 (Itanagar)
- * Sant Longowal Institute of Engineering and Technology (SLIET), Village-Longowal, Distt.- Sangrur, Punjab*
- * Post-Graduate Institute of Medical Education & Research, Chandigarh.
- * National Institute of Mental Health & Neuro Sciences, Bangalore.
- * Jawaharlal Institute of Post-graduate Medical Education & Research, Puducherry.
- * School of Planning & Architecture, I.P. Estate, New Delhi
- * All India Institute of Medical Sciences, New Delhi.
- * Lady Hardinge Medical College, New Delhi.
- * Post Graduate Institute of Medical Education & Research (PGIMER), Ram Manohar Lohia Hospital, New Delhi
- * Vardhman Mahavir Medical College & Safdarjung Hospital New Delhi.
- * Indian Institute of Foreign Trade, New Delhi
- * National Institute of Design, Ahmedabad
- * National Council for Cement and Building Material, Ballabgarh, Haryana
- * Indian Institute of Foreign Trade, Kolkata
- * National Institute of Fashion Technology, New Delhi, Bangalore, Chennai, Gandhinagar, Hyderabad, Kolkata, Mumbai, Raibareilly, Kannur (Kerala), Bhopal, Shillong & Patna
- * Indian Institute of Tourism & Travel Management, Gwalior, Bhubaneswar & Goa

TECHNICAL & PROFESSIONAL UG & PG COURSES COVERED UNDER MERIT-CUM-MEAN SCHOLARSHIPS SCHEME

Engineering & Technology Courses (B.Tech/B.E./M.Tech.)

- (1) Aeronautical Engineering (AE)
- (2) Agricultural Engineering (AG),
- (3) Automobile Engineering (AUE),
- (4) Applied Electronics & Instrumentation (AEI),
- (5) Automation and Robotics (ARE),
- (6) Bio-Medical Engineering (BME),
- (7) Bio-Technology (BT),
- (8) Ceramic Engineering/Technology (CT),
- (9) Chemical Engineering (CH),
- (10) Civil Engineering (CE),
- (11) Computer Science and Engineering (CS),
- (12) Electrical Engineering or Electrical & Electronics Engineering (EEE),
- (13) Electronics and Communication Engineering (ECE),
- (14) Environmental Engineering (ENE),
- (15) Food Technology (FT),
- (16) Industrial Engineering and Management (IEM),
- (17) Information Technology (IT),
- (18) Instrumentation and Control Engineering (ICE),
- (19) Leather Technology (LT),
- (20) Marine Engineering (MRE),
- (21) Materials Science & Technology (MST),
- (22) Metallurgical Engineering (MT),
- (23) Mechanical Engineering (ME),
- (24) Mining Engineering (MN),
- (25) Oil & Paint Technology (OPT),
- (26) Polymer Science and Rubber Technology (PSR),
- (27) Printing Technology (PT),
- (28) Production Engineering (PE),
- (29) Pulp & Paper Technology (PPT),
- (30) Sugar Technology (ST),
- (31) Textile Engineering/Technology (TXT),
- (32) Transportation Engineering (TE).

Cement Technology

- (1) Post graduate diploma in cement technology

Fashion Technology (Degree from National Institute of Fashion Technology)

1. B.FTech (Design): Fashion Design, Leather Design, Accessory Design, Textile Design, Knitwear Design, Fashion Communication.
2. B.FTech (Apparel Production).
3. M.FTech: Management, Apparel Production, Design Space.

Management

- (1) Post Graduate Diploma in Management (PGDM),
- (2) Post Graduate Certificate in Management (PGCM),
- (3) Executive Post Graduate Diploma in Management (Exec-PGDM),
- (4) Master in Business Administration (MBA).

Pharmacy

- (1) B.Pharm (2) M.Pharm.

Architecture & Town Planning (Under Graduate and Post Graduate level courses only)

- (1) Architecture (AR),
- (2) Interior Design (ID),
- (3) Building Construction Technology (BCT),
- (4) Planning (PL).

Hotel Management & Catering Technology (Under Graduate and Post Graduate level courses only)

- (1) Hotel Management & Catering Technology (HMCT)

Applied Arts & Crafts (Under Graduate and Post Graduate level courses only)

- (1) Applied Arts & Product Design (APD),
- (2) Fine Arts/Applied Arts/Fine & Applied Arts (FA/AA/FAA),
- (3) Fashion & Apparel Design (FAD).

MCA

- (1) Master in Computer Application (MCA)

Design (Degree from National Institute of Design, Ahmedabad)

- (1) Graduate diploma in design
- (2) Post graduate diploma programme in design

Medical & Para Medical courses

- (1) MBBS
- (2) Bachelor of Ayurvedic Medicine & Surgery (BAMS)
- (3) Bachelor of Unani Medicine & Surgery (BUMS)
- (4) Bachelor of Homeopathic Medicine & Surgery)
- (5) Post Graduate courses
- (6) Bachelor of Physical Therapy (BPT)
- (7) Master of Physical Therapy (MPT)
- (8) Bachelor of occupational Therapy (BOT)
- (9) Master of occupational Therapy (MOT)
- (10) B.Sc. Nursing
- (11) M.Sc. Nursing
- (12) B.D.S.
- (13) M.D.S.

Veterinary Sciences and Animal Husbandry

- (1) B.VSc. & A.H. (Bachelor of Veterinary Sciences and Animal Husbandry)
- (2) PG courses

Chartered Accountancy/Institute of Cost and Work Accountancy/Company Secretary

- (1) CA (Chartered Accountancy)
- (2) ICWA (Institute of Cost and Work Accountancy)
- (3) CS (Company Secretary).

Law

- (1) L.L.B. (2) L.L.M.

FREQUENTLY ASKED QUESTIONS TO HELP/SIMPLIFY ONLINE SUBMISSION OF APPLICATIONS UNDER POST MATRIC AND MERIT CUM MEANS BASED SCHOLARSHIP SCHEMES

Q.1. Who are eligible to apply for Post Matric and Merit-cum Means based Scholarship Schemes?

Ans. Students belonging to notified minority communities viz. Muslim/Christian/Sikh/Buddhist/Jain/Parsi (Zoroastrian) studying in India only and fulfilling the Scheme guidelines are eligible to apply for these scholarships.

Q.2. What is the last date for submitting applications online?

Ans. For Merit cum Means based Scholarship : In case of Fresh Scholarships for this year, students can apply online upto midnight of 30th September and in case of renewal of scholarships students can apply online up to midnight of 15th November.

For Post Matric Scholarship : In case of fresh scholarships for this year, students can apply online upto midnight of 15th September and in case of renewal of scholarships students can apply online upto midnight of 10th October.

Q.3. How can I apply online for scholarship?

Ans. The Post Matric and Merit cum Means based Scholarship Schemes are online Schemes. In order to apply online please visit the website through URL www.momascholarship.gov.in link to the site is also provided in the website of the Ministry of Minority Affairs, i.e. www.minorityaffairs.gov.in.

Q.4. How to submit the online application?

Ans. Student applying as a Fresh applicant, have to go with the option "**Student registration**", whereas Renewal student have to follow the options "**student registration - I know Permanent ID/ Don't know Permanent ID**" on the home page of the Scholarship scheme. 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 the Temporary id to fill up the next page.

Once completed online registration click on "**finalize and submit**" button.

Q.5. Can I apply as a Fresh if I am a Renewal candidate?

Ans. No, you cannot apply as a fresh if you are a Renewal candidate. Your application will be rejected in that case.

Q.6. Do I have to fill up the online application in one sitting?

Ans. 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 until you click on '**submit & finalize**' button.

Q.7. Can I edit the information already saved and upto what time?

Ans. You can edit information filled by you until you **finalize and submit** the online application.

Q.8. How should I open my saved application for editing?

Ans. Go to the option "**Student Registration**→**Update Student Details**" then enter your **Temporary ID, Date of birth and Mother's name** to edit the application.

Q.9. What is to be done after submitting the online application?

Ans. In case of Fresh applicant, you should take a print out of the application then sign and send it immediately with requisite documents to the State Department after authenticating the application from your institute.

Whereas in case of Renewal the applicant have to upload the scan copy of the documents as per the instructions given at the time of applying.

Please ensure that your hard copy reaches to the State Department. You will not be considered for scholarship if the State Department of the State to which you belong to does not receive the hard copy of your duly filled in online application. It is the responsibility of the STUDENT to submit the Hard copy to the State Department.

Q.10. Which fields in the application form are mandatory?

Ans. Fields provided with red asterisk(*) mark are mandatory fields.

Q.11. Which fields I can edit?

Ans. You can edit all fields except a few like parental income, mobile no. email Id etc. It may be noted that once you click on "**Finalize and submit**" button your application will be forwarded to the next level and then you cannot edit further.

Q.12. What happens, if I detect mistakes after forwarding the applications to the next level?

Ans. You should separately inform the mistakes detected by you to the Institute/District/Region/State. The software provides facility at the level of the Institute & State to edit & correct limited information.

Q.13. Which fields Institute/State can edit?

Ans. Except some basic parameters like religion, name of institution, parental annual income & bank details, the Institute/State can edit other fields. However, corrections made by the Institute/State, if any, would be conveyed instantly to the student through SMS/email. What the

student had filled up and the correction made by the Institute/State both would show up.

Q.14. What is UID number/Aadhaar Number?

Ans. UID number otherwise known as 'Aadhaar' number is Unique Identification Number given by Unique Identification Authority of India (UIDAI). The Aadhaar Number should be mapped with the Bank Account in which Scholarship Amount is desired to be transferred. For this the concerned Bank may be contacted with a copy of the Aadhaar card.

Q.15. Do I need to get my Aadhaar Card to apply for Scholarship?

Ans. Aadhaar no. is optional for the Students in order to fill up the application form online. Students can also apply for Scholarship without entering the Aadhaar no.

Q.16. What should I do, if I do not find my institute name in the drop-down menu?

Ans. 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 of Minority Affairs. If your institute is an eligible institution, the State Government concerned would enter it into the database and then you can apply.

Q.17. How do I know the name and address of Nodal Officer/ State Department of my State?

Ans. The name and contact details of the Nodal Officer/State Department of all States/UTs are available in "**Contact us**" option. Also you can get the address of the concerned state Department under "**List**" option available on the home page Post Matric and Merit cum Means based Scholarship Schemes.

Q.18. What is a Temporary ID?

Ans. Temporary ID (TID) is only a reference number provided to the applicants as a token of their registration in the online database. Receipt of TIDs does not give itself a guarantee for award of scholarship.

Q.19. What should I do if I forget my temporary ID?

Ans. The process of re-collection of the temporary id is given as below:

Student Registration->Update Student Details-> Don't know your Id then enter the basic fields accordingly and click on the button "**Get Temporary Id**".

Q.20. Can I take print-out of my application at any stage?

Ans. In case of Fresh you can take the print out of your application number of times once you submit and finalize the application. But in case of Renewal, student have to scan and upload the required documents in OSMS. Uploading option will be appear in Renewal form only.

Q.21. Do I have to scan the certificates and upload in the system before forwarding the online application to the institute?

Ans. Yes, the provision for the scanning of the documents and uploading in the system is available in case of Renewal only. The option for uploading documents will appear in Renewal application form. The list of documents to be uploaded is as under:

1. Institution Verification Form. *(Mandatory)*
2. Declaration of Family Income. *(Mandatory)*
3. Declaration of the Student. *(Mandatory)*
4. Attested Certificate of Last Exam Passed as filled in the Form. *(Mandatory)*
5. Fee Receipt of 'Current Course Year'. *(Mandatory)*
6. Proof of Bank Account in the Name of the Student. *(Mandatory)*
7. Income Certificate as required by the respective State Department in the advertisement. (In case of Parent/ Guardian are employed Income Certificate from the employer)- *(optional)*
8. Aadhaar Card *(optional)*
9. Proof of Address *(optional)*

Q.22. Is there any permanent ID?

Ans. Yes. A permanent ID (PID) will be provided to the candidate once his/her application is recommended by the State Department for scholarship. It will be conveyed to candidates through SMS and e-mail. Students should memorize their PID as it will be required while applying for renewal.

Q.23. How to check the status of my application?

Ans. Student can check the status of Online Application by submitting his/her **Temporary/Permanent id** in "**Feedback**" option given in the home page of **Post Matric and Merit cum Means based Scholarship Scheme**. Student can also check his/her submitted online application form by entering the basic informations given under the option **student registration update student details**.

Q.24. How and when will I know whether my application is selected or rejected?

Ans. If the application is recommended by the State Department for Scholarship a Permanent id will be provided to the student. By submitting that Permanent Id in "**Feedback**" option student can check whether his/her application is selected or rejected.

ਸਕੂਲ/ਕਾਲਜ ਵਿੱਚ ਪੜ੍ਹਣ ਵਾਲੇ ਵਿਦਿਆਰਥੀਆਂ ਦੇ
ਮਾਪਿਆਂ ਲਈ ਜਾਣਕਾਰੀ

ਸਿੱਖ ਵਿਦਿਆਰਥੀਆਂ ਲਈ ਘੱਟ-ਗਿਣਤੀ ਸਕੀਮਾਂ (Minority Schemes) ਅਧੀਨ

ਮਿਲਣ ਵਾਲੀ ਸਹਾਇਤਾ

ਕੇਂਦਰ ਸਰਕਾਰ ਸਿੱਖ ਬੱਚਿਆਂ ਨੂੰ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸਾਲਾਨਾ ਮਦਦ (ਵਜ਼ੀਫ਼ੇ, scholarships) ਦਿੰਦੀ ਹੈ ਜਿਸ ਦਾ ਲੱਖਾਂ ਬੱਚੇ ਲਾਭ ਚੁੱਕ ਰਹੇ ਹਨ ਅਤੇ ਹੋਰ ਵੀ ਲਾਭ ਲੈ ਸਕਦੇ ਹਨ।

ਪ੍ਰੀ-ਮੈਟ੍ਰਿਕ ਸਕੀਮ Pre-Matric Scheme

ਮਾਪਿਆਂ ਦੀ ਸਾਲਾਨਾ ਆਮਦਨ 1 ਲੱਖ ਰੁ. ਤੋਂ ਘੱਟ ਵਾਲਿਆਂ ਲਈ ਪਹਿਲੀ ਤੋਂ ਪੰਜਵੀਂ ਕਲਾਸ ਤਕ - ਲਗਭਗ 1000 ਰੁ. ਸਾਲਾਨਾ ਮਦਦ 6ਵੀਂ ਤੋਂ 10ਵੀਂ ਕਲਾਸ ਤਕ - ਲਗਭਗ 5700 ਰੁ. ਸਾਲਾਨਾ ਮਦਦ

ਪੋਸਟ-ਮੈਟ੍ਰਿਕ ਸਕੀਮ Post-Matric Scheme

ਮਾਪਿਆਂ ਦੀ ਸਾਲਾਨਾ ਆਮਦਨ 2 ਲੱਖ ਰੁ. ਤੋਂ ਘੱਟ ਵਾਲਿਆਂ ਲਈ 11ਵੀਂ ਤੇ 12ਵੀਂ ਕਲਾਸ - ਲਗਭਗ 9300 ਰੁ. ਸਾਲਾਨਾ ਮਦਦ ਬਿਨੈ-ਪੱਤਰ ਆਨ-ਲਾਈਨ ਭੇਜਿਆ ਜਾਣਾ ਹੈ

ਮੈਰਿਟ ਕਮ ਮੀਨਜ਼ ਸਕੀਮ Merit cum Means Scheme

ਮਾਪਿਆਂ ਦੀ ਸਾਲਾਨਾ ਆਮਦਨ 2.5 ਲੱਖ ਰੁ. ਤੋਂ ਘੱਟ ਵਾਲਿਆਂ ਲਈ ਇੰਜੀਨੀਅਰਿੰਗ ਤੇ ਪ੍ਰੋਫੈਸ਼ਨਲ ਕੋਰਸਾਂ ਵਿੱਚ ਗ੍ਰੈਜੂਏਟ ਅਤੇ ਪੋਸਟ-ਗ੍ਰੈਜੂਏਟ ਡਿੱਗਰੀ ਕਰਨ ਲਈ ਲਗਭਗ 25000 ਤੋਂ 30000 ਰੁ. ਸਾਲਾਨਾ ਮਦਦ

ਇਨ੍ਹਾਂ ਸਕੀਮਾਂ ਲਈ ਫਾਰਮ ਇਸ ਪਤੇ ਤੋਂ ਡਾਊਨ-ਲੋਅਡ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ :

www.minorityaffairs.gov.in, www.barusahib.org, www.ggssc.net

ਇਹ ਫਾਰਮ ਭਰ ਕੇ ਡਿਸਟ੍ਰਿਕਟ ਐਜੂਕੇਸ਼ਨ ਅਫਸਰ ਕੋਲ ਜਮ੍ਹਾਂ ਕਰਾਉਣੇ ਹਨ।

ਹੋਰ ਵਧੇਰੇ ਜਾਣਕਾਰੀ ਲਈ ਸੰਪਰਕ ਕਰੋ :



ਪੰਜਾਬ ਐਜੂਕੇਸ਼ਨ ਮਿਸ਼ਨ

PUNJAB EDUCATION MISSION

Empowerment Through Awareness

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Director of Welfare, Punjab

1800 137 0015

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Guru Gobind Singh Study Circle
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Satnam Sarab Kalyan Trust
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Tel.: 09478503840

Sikhs Helping Sikhs
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