



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

5.1.1.

**POLICY DOCUMENTS
FOR SCHOLARSHIPS AND
FREESHIPS PROVIDED BY THE
GOVERNMENT DURING THE
YEAR , 2021-2022**

Gargaon College

Simaluguri-785686



UNIVERSITY GRANTS COMMISSION

NEW DELHI

GUIDELINES FOR “ISHAN UDAY” SPECIAL SCHOLARSHIP SCHEME FOR NORTH EASTERN REGION

1. BACKGROUND

The Ministry of HRD and the University Grants Commission has taken special interest with regard to promotion of higher education in the NER. For improving the GER, promoting higher education and for encouraging children belonging to economically weaker section of the NE region, the UGC has decided to launch “IshanUday” Special Scholarship Scheme for North Eastern Region from academic session 2014-15. Before launching the scheme the UGC undertook wide ranging consultations with State Governments and Central & State Universities of the NE region, the Ministry of HRD, the Ministry of Development of North Eastern Region, the North Eastern Council, Shillong and other stakeholders.

2. OBJECTIVES

- 1) To provide equal opportunities for higher studies in NE Region.
- 2) To increase the Gross Enrolment Ratio (GER) in NE Region.
- 3) To focus more on professional education in NE Region.
- 4) Optimum utilization of NER Budgetary Allocation.

3. SCOPE

Ten thousand (10,000) fresh scholarships every year beginning from the academic year 2014-15 for general degree courses, technical and professional courses, including medical and para-medical courses as certified by the Registrar/ Principal/ Director of University/ College/ Institute.

- Students with domicile of NER, whose parental annual income does not exceed Rs.4.5 lakh per annum from all sources.

- Passed XII or equivalent in the preceding year of study i.e. 2017 for applications called for during year 2017-18.
- Secured admission in first year of any degree course, either general degree course of technical/professional/ medical/ paramedical course (Integrated courses included) in any of the following University/ College/ Institute :-
 - Universities/Institutions/Colleges included under Section 2(f) and 12 (B) of UGC Act.
 - Deemed to be Universities included under Section 3 of the UGC Act, 1956 and eligible to receive grants-in-aid from UGC.
 - Universities/Institutions/Colleges funded by Central / State Government.
 - Institutes of National Importance.
 - Institutions recognized by other Statutory councils within as well as outside
 - The admission should have been made in University/ Institution/ College with AISHE code.

Note: 1) For students of integrated degree courses, scholarship will be tenable for the complete duration of the course.

2) For dual degree course, the scholarship will only be tenable for the tenure of first degree.

➤ For availing scholarship under this scheme, the income of the parents of the student should not exceed Rs.4.5 lakh per annum.

➤ Transgender candidates are eligible to apply under the scheme. The reservation shall be followed as per Government of India norms.

5. EXCLUSIONS

The following shall not be eligible under this scheme-

- 1) Students pursuing courses/programs through Open Universities.
- 2) Students already availing scholarship for pursuing the Undergraduate programme under any other scheme(s).
- 3) Students gaining admission through 'management quota'.
- 4) Students pursuing courses, such as Diploma Courses, not leading to award of a Degree.
- 5) Students whose parents' income exceeds Rs.4.5 lakh per annum pursuing courses, such as Diploma Courses, not leading to award of degree.

6. SLOTS

- UGC will award 10,000 (ten thousand) fresh scholarships per year.
- Allocation of slots for each State shall be done based upon the population (latest census report) of the respective State. If the slots remain vacant in any particular State, the unfilled slots shall be distributed equitably among other States.
- There shall be three Percent horizontal reservation for differently-abled persons.

7. AMOUNT OF SCHOLARSHIP

Rs.5400/- per month for general degree course and Rs.7800/- per month for technical/medical/professional/paramedical courses.

8. PROCEDURE FOR APPLYING FOR THE SCHEME

- Applications will be invited once in a year on the National e-Scholarship Portal of the Government of India. Short notification will also be uploaded on the UGC website.
- At the time of applying, the course will be classified as general degree or professional by the concerned University/ Institution/College.
- Incomplete applications will be summarily rejected. Only verified online applications will be considered for award of scholarship.

9. SELECTION PROCEDURE

- 10,000 (ten thousand) fresh scholarships will be awarded every year.
- Distribution of slots amongst the states of NER will be done on the basis of population census(last).
- If slots in a particular state remain vacant due to non-availability of eligible candidates, the unfilled slots will be distributed equitably amongst other states.
- Reservation for Persons with Disability (PwD) will be made as per Government of India norms.

10. JOINING

The scholar would be awarded from the date of joining the course as certified by the University/ Institution/ College.

11. DURATION OF SCHOLARSHIP

- After selection, the awardees will be paid scholarship on DBT mode.
- The list of awardees will be pushed to Public Financial Management System (PFMS) by the NIC.

- PFMS will generate payment files on the basis of the nomenclature of course being pursued by the awardee (general degree/ technical/ medical/ professional/ paramedical). Payments will be generated on annual basis.

12. RENEWALS

- Scholarship granted under the scheme will be kept renewed during the period of first degree course, subject to good conduct and maintenance of prescribed attendance.
- The scholarship will be renewed for the next year of study on receipt of a annual progress report to be granted by the administrative head of the University/ Institution/ College.(E.g. Registrar of a University/ Director of the Institution/ Principal of the College or any other officer designated by them).
- Students failing to get promoted to the next class/ level would forfeit the scholarship.
- Change in course of study will not be permitted. If the awardee changes the course of study, the scholarship will stand forfeited from the date of such a change.
- Scheme will be implemented and monitored by the UGC.
- The awardees of previous years will continue to follow the UGC pattern of assistance through the designated bank branches of Canara Bank.

13. PROCEDURE FOR DISBURSEMENT

Scholarship (as certified by the institutions identified under this scheme) will be paid to the selected students by the UGC through DBT (Direct Benefit Transfer) Mode and will be transferred to the Bank account of the beneficiaries. This procedure will be completed through the PFMS.

14. DOCUMENTS

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

- 1.Domicile certificate to be issued by the competent authority.
- 2.Proof of annual income to be issued by the competent authority.
- 3.For renewals, the annual progress report and continuation of studies will be required to be uploaded/ verified by the concerned Univeristy/ Institution/ College.

**Centrally Sponsored Scheme of
Post-Matric Scholarship for OBC Students for studying in India**

(Revised w.e.f. September 2018)

Scheme Guidelines:

I. OBJECTIVE

The objective of the scheme is to provide financial assistance to the OBC students studying at post-matriculation or post-secondary stage to enable them to complete their education.

II. SCOPE

These scholarships shall be available for studies in India only and will be awarded by the Government of State/Union Territory to which the applicant actually belongs, i.e. permanently settled.

III. CONDITIONS OF ELIGIBILITY

- i. The scholarships will be open to Indian nationals belonging to OBCs, as notified by the Central Govt./State Govt./ UT Admn.;
- ii. These scholarships will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized institutions as specified in para IV(i).
- iii. Only those candidates who belong to OBCs so specified in relation to the State/UT to which the applicant actually belongs, i.e. permanently settled and who have passed the Matriculation or Higher secondary or any higher examination of a recognized University or Board of Secondary Education will be eligible.
- iv. Candidates who, after passing one stage of education, are studying in the same stage of education in different subject e.g. I. Sc. after I.A or B.Com. after B.A. or M.A. in a subject after M.A in another subject will not be eligible.
- v. Students who, after having completed their educational career in one professional line, e.g., LLB after B.T/B. Ed will not be eligible.
- vi. Students studying in XI Class of the Higher Secondary School courses or the XII class of the Multipurpose High School will not be eligible for it being a continuous school course. However, in cases, where tenth class examination of such courses is treated as equivalent to Matriculation and students who after passing tenth class join other courses, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- vii. Students pursuing Post-graduate courses in medicine will be eligible only if they are not allowed to practice during the period of their course.
- viii. Students who after failing or passing the Under Graduate/Post-Graduate examinations in Arts/Science/Commerce join any recognized professional or Technical certificate/diploma/degree courses will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except for courses in Group 'A' and no further change in the course will be allowed thereafter.
- ix. Students who pursue their studies through correspondence courses will be eligible towards reimbursement of non-refundable fee. The term correspondence includes distant and continuing education. Besides reimbursement of non-refundable fee, such students will also be eligible for an annual allowance of Rs. 900/- for essential/prescribed books, as applicable.

- x. Scholarships should be restricted upto two boys of the same parents/guardian. This restriction will, however, not apply to girls.
- xi. A scholarship holder under this Scheme will not hold any other scholarship/stipend. If awarded any other scholarship/stipend, the students can exercise his/her option for either of the two scholarships/stipends, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this Scheme from the date he/she accepts any other scholarships/stipend. The student can however, accept free lodging or a grant or ad-hoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging, in addition to the scholarship amount paid under the Scheme.
- xii. Scholarship holders who are receiving coaching in any of the pre-examination training centers with financial assistance from the Central Government/State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.
- xiii. Employed students whose income combined with the income of their parents/guardians does not exceed Rs. 1.50 lakh per annum shall be eligible for post-matric scholarship to the extent of reimbursement of all compulsorily payable non-refundable fee.
- xiv. Unemployed students whose parents/guardians income from all sources does not exceed Rs. 1.50 lakh per annum will be entitled for the scholarship under the Scheme.

Note 1: So long as either of the parents (or husband in the case of married unemployed girl students) are alive, only income of the parents/husband, as the case may be, from all sources has to be taken into account and of no other members even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents or husband in the case of married but unemployed girl student have died, the income of the guardian who is supporting the student in his/her studies has to be taken into consideration. Such students whose parent's income is affected due to death of one of earning parents and resultanty comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such death takes place. The applications for the scholarship from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

Note 2: House Rent Allowance received by the parents of a student be exempted from the computation of 'income' if the same has been permitted to be exempted for purpose of Income-Tax.

Note 3: Income Certificate is required to be taken once only, i.e. at the time of admission of courses, which are continuing for more than one year.

IV. VALUE OF SCHOLARSHIP

The value of scholarship will include Maintenance Allowance, Reader Charges for blind students, reimbursement of compulsory non-refundable fee, Study Tour Charges/thesis typing/printing charges and book allowance for students pursuing correspondence course, for complete duration of the course as per details given below:-

i) Maintenance Allowance

Course of (1)	(Rs. Per Month) Rate of Maintenance Allowance	
	Hostellers (2)	Day Scholars (3)
Group-A		
(i) Degree and Post Graduate level courses including M.Phil., Ph.D. and Post Doctoral research in Medicine (Allopathic, Indian and other recognized systems of medicines), Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary & Allied Sciences, Management, Business Finance/ Administration, Computer Science/Applications.		
(ii) Commercial Pilot License courses from GOI Institutes (including helicopter pilot and multiengine rating) (Maximum 20 slots per annum) - In addition to maintenance allowance, an amount of Rs.5,000/- per flying hour for maximum 200 hours will be paid by the State Govt./UT with the approval of the Government of India,	750	350
(iii) Post Graduate Diploma courses in various branches of management & medicine.		
(iv) C.A./I.C.W.A./C.S./I.C.F.A. etc.		
(v) M. Phil., Ph.D. and Post-Doctoral Programmes (D. Litt., D.Sc. etc.)		
(vi) L.L.M.		
Group-B		
(i) Graduate/Post/Graduate courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B. Pharma), Nursing (B Nursing), LLB, BFS, other paramedical branches like rehabilitation diagnostics etc., Mass Communication, Hotel Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition & Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2).	510	335
(ii) Post Graduate courses not covered under Group A e.g. MA/M.Sc./M.Com/ M.Ed./M.Pharma etc.		
Group-C		
All other courses leading to a graduate degree not covered under Group A & B e.g. BA/B.Sc./B.Com etc.	400	210

Group-D

All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.

260

160

Note : Scholars who are entitled to free boarding and/or lodging will be paid maintenance chargers at 1/3rd of hostellers' rate.

ii) Reader Charges for blind students (Blind Scholars)

The blind scholars will be given additional amount as 'Readers Charges' as mentioned below:-

Group	Reader Allowance (Rs. P.m.)
Group A,B	175
Group C	130
Group D	90

iii) Fees

Scholars will be paid enrolment/registration, tuition, games, union, library, magazine, medical examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposit-like caution money, security deposit will, however, be excluded.

iv) Study Tours

Study tour charges upto a maximum of Rs. 900/- per annum limited to the actual expenditure incurred by the student on transportation charges etc., will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

v) Thesis Typing /Printing charges

Thesis typing/printing charges upto a maximum of Rs. 1000 will be paid to research scholars on the recommendation of the Head of the Institution.

V. SELECTION OF CANDIDATES

All the eligible Other Backward Classes candidates will be given scholarships subject to the condition of eligibility prescribed in para III of this Scheme. Candidates belonging to one State, but studying in another State, will be awarded scholarship by the State to which they belong and will submit their applications to the competent authorities in that State. In the matter of exemption from fee or other concessions also, they will be treated as studying in their own State.

VI. DURATION AND RENEWAL OF AWARDS

- i. The award once made will be tenable from the stage at which it is given to the completion of course subject to good conduct and regularity in attendance. It will be renewed from year to year if the course is continuing for a number of years, the scholar secures promotion to the next higher class irrespective of the fact whether such examinations are conducted by a University or the Institution.
- ii. If an OBC scholar is pursuing Group A course fails in the examination for the first time, the award may be renewed. For second and subsequent failures in any class the student shall bear his/her own expenses until he/she secures promotion to the next higher class.
- iii. If a scholar is unable to appear in the annual examination owing to illness and or on account of any other unforeseeable event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the scholar would have passed had he appeared in the examination.
- iv. If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

VII. PAYMENT

- i. Maintenance charges shall be payable from 1st April or from the month of admission, whichever is later, to the month in which the examination are completed at the end of the academic year (including maintenance during holidays) provided that the scholar secures admission after the 20th day of a month, the amount will be made from the month following the month of admission.
- ii. In case of renewal of scholarships awarded in the previous years, maintenance charges will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.
- iii. All scholars are expected to purchase the necessary text books, stationary etc., out of the maintenance allowance sanctioned. If it is reported by the Head of the concerned Institution that a scholar is without text-books stationary etc., the value of the scholarship may be reduced at the discretion of the authority sanctioning the scholarship.
- iv. The scholarship money will be paid to the selected students by the government of the State/Union Territory's Administration to which they belong in accordance with the procedure laid down by them in this regard.
- v. Scholarship will not be paid for the period of internship/ housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.
- vi. 30% of the funds allocated earmarked for girl students and 5% for students with disabilities.

- vii. Depending on availability of funds, first preference in disbursement of scholarships would be given to students of Government institutions and then to students of Government aided institutions and thereafter disbursement will be made to the students of unaided private institutions.

VIII. MODE OF DISBURSEMENT OF SCHOLARSHIP

In order to ensure timely payment of scholarship amount to the beneficiaries, the State Government/UT administrations are requested to avoid cash payment of scholarship amount and are required to issue instructions to all concerned that payment of scholarship should be made to beneficiaries through their accounts in post offices/banks. DBT mode should be followed by the States/UTs. Disbursement of Scholarship through Aadhaar seeded bank accounts should be ensured by the States/UTs.

IX. OTHER CONDITIONS FOR THE AWARD

- i. The scholarship is provided on the basis of satisfactory progress and conduct of the scholars. If it is reported by the Head of the Institution at any time that a scholar has, by reasons of his/her own act or default, failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarships may either cancel the scholarship or stop or withhold further payment of scholarship for such period as it may think fit.
- ii. If a student is found to have obtained a scholarship by false statement his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship under any schemes forever.
- iii. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship were originally awarded or changes the institution of study, without prior approval of the State Government. The Head of the Institution shall inform such cases to the scholar and stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.
- iv. A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- v. The provisions of the scheme can be changed at any time at the discretion of the Government of India.

X. ANNOUNCEMENT OF THE SCHEME

All the State Governments/UT Admns. will announce in the month of May-June, the details of the Scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through other media outfits. All requests for application forms and other particulars should be addressed to the concerned State/UT to which students actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

XI. PROCEDURE FOR APPLYING

- i) An application for scholarship to the prescribed authority should comprise:
 - a. One copy of the application for scholarship in the prescribed form (separate application form may be prescribed by concerned State Government/UT for 'fresh' and 'renewal' scholarship).
 - b. One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship)
 - c. One attested copy each of certificates/diploma/degree etc., in respect of all examination passed.
 - d. A certificate (in original) of Caste signed by an authorized Revenue Officer not below the rank of Tehsildar.
 - e. An income declaration by the parents/guardians, stating definite income from all sources by way of income certification from employer along with the affidavit on non-Judicial Stamp Paper.
 - f. A receipt in acknowledgement of the scholarship in the previous year on the form attached to the application duly countersigned by the Head of the Institution concerned, if the applicant was in receipt of a scholarship under this Scheme in the preceding year.
- ii) In case of online mode of application, the procedure of application may vary as the application is required to be filled online and the documents needs to be uploaded on the website as notified by the prescribed authority of the concerned State/UT.
- iii) Application complete in all respect shall be submitted to the Head of the Institution being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the State Government /Union Territory Administration to which the student belongs in accordance with the instructions issued by them from time to time.

XII. 'FUNDS-LIMITED' NATURE OF THE REVISED SCHEME

Due to budgetary constraint and 'funds limited' nature of the existing PMS-OBC Scheme, it is not possible for the Central Government to meet the entire demand of the States/UTs. Therefore, a Notional Allocation (NA) under the Scheme is being conveyed at the beginning of the financial year since 2008-09 to States/UTs having OBC population, in proportion to their total population as per census and they are being requested to send proposals within the notional allocation, as per the procedure outlined below:-

- i. At the beginning of the financial year, notional allocation of funds of States/UTs will be made by this Ministry, from the overall annual outlay of the Scheme, on the basis of population of each State/UT, excluding States/UTs having no notified list of OBCs (viz. Arunachal Pradesh, Meghalaya, Mizoram, Nagaland and Lakshadweep).
- ii. States/UTs will sub-allocate their NA, district-wise and group-wise, for all non-professional courses. Such sub-allocation would not be necessary for professional courses, as institutions of professional education tend to be concentrated in major cities/centres. However, the State Government is expected to lay down criteria for selection for award of scholarship under both types of courses, professional and non-professional, to the extent of available funds, based on merit-cum-means.
- iii. States will earmark at least 25% of the total outlay under the Scheme for Group D courses which include Class-XI and XII and all other post-matriculation level non-

degree courses, diploma courses in polytechnics etc. Such earmarking would encourage more OBC students to join entry-level courses of tertiary education which would enable them subsequently to take up courses leading to higher qualifications.

- iv. Central assistance given to a State/UT would have to be first utilized to cover renewal cases (i.e. students already awarded scholarships during the previous years against Central Assistance), and only the balance amount left may be utilized to cover new cases.
- v. The proposal for Central Assistance should be accompanied with the details of physical and financial progress in the prescribed performa.
- vi. As the total demand of the States/UTs cannot be covered under the Central Assistance, the States/UTs shall provide remaining scholarship grants to the eligible students from their own budget.

XIII. FUNDING PATTERN OF THE SCHEME

The Scheme is being implemented by the State Governments and Union Territory Administrations, which receive central assistance from Government of India under the Scheme. The concept of Committed Liability will not apply to States/UTs from the year 2018-19 onwards. States/UTs are liable to make provisions for funds over and above Central Assistance to cover all eligible students.

XIV. MONITORING

The monitoring of the financial and physical performance of the Scheme will be done through seeking detailed information from the agencies implementing the Scheme and for the physical aspects the agencies implementing will be required to furnish Quarterly Progress Reports regarding the number of beneficiaries receiving award under the Scheme, both class-wise and gender-wise. On the financial side, details of actual expenditure incurred during the last financial year and expenditure proposed for the present financial year will be submitted by the agencies concerned. The agencies implementing the scheme will also be insisted upon to submit the latest audited accounts.

XV. EVALAUTION

The Ministry of Social Justice & Empowerment will get the scheme evaluated by entrusting a research study to reputed institutions/agencies, on the performance of the Scheme in different parts of the country, under this Ministry's Scheme of Research and Training.

No.20014/5/2002-Education.
Government of India
Ministry of Tribal Affairs
Education Division

Shastri Bhawan, New Delhi
Dated: 23rd May, 2013

To
The Principal Secretary/Secretaries,
Tribal Development Department,
All States/UTs
(Except Haryana, Punjab, Chandigarh, Delhi and Pondicherry)

Subject: Upward revision of the annual parental income ceiling under the Centrally Sponsored Scheme of Post Matric Scholarship for Scheduled Tribe students w.e.f. academic session 2013-14.

Sir,

Kindly refer to my D.O. letter No.20014/33/2012-Education dated 9.4.2013 seeking proposal from your Department for Central Assistance under the Scheme of Post Matric Scholarship for Scheduled Tribe students for the financial year 2013-14. In this context, I am directed to refer to the above mentioned subject and to say that as per the above scheme, the income ceiling would be revised once in every two years linking it with the consumer price index for industrial workers for the month of October of the year, preceding the year of revision and will be made effective from April.

2. Accordingly, it has been decided, with the approval of the Competent Authority, to increase the annual parental income ceiling under the Centrally Sponsored Scheme of Post Matric Scholarship for Scheduled Tribe students from Rs.2.00 lakh to Rs.2.50 lakh per annum w.e.f the academic session 2013-14 (to be effective from 1.4.2013).

3. You are requested to send your proposals for Central Assistance keeping in view the above income ceiling. The proposals, complete in all respects in the proforma prescribed under the scheme and already sent to you vide the D.O. letter mentioned in Para 1 above may please be sent along with the following documents:-

- The utilization certificate of the previous year's released grants.
- Details of the Committed Liability on the State Government/UT Administrations (a proforma attached for ready reference).
- Physical progress achieved during the last financial year.
- Details of preparedness of the States to roll out DBT across the country.

Cont'd....p.2/_

4. I am also directed to invite your attention to the deliberations that took place during the course of consultation with State's Principal Secretaries/ Secretaries/Commissioner-in-Charge/Directors of Tribal Development/Welfare Departments held in New Delhi on May 16-17, 2013 in which compliance of the following key tasks in connection with DBT roll out was discussed:-

➤ **Digitization of data base**

States/UTs must digitize the beneficiary database and covert data in excel sheets to standardized formats developed by the NIC (details available on <http://dbtapp.gov.in>). The digitization of databases should begin in all districts irrespective of the rollout of DBT and States are to report in the meeting complete action on digitization.

➤ **Obtaining of Digital Signature Certificates of designated officers at District and State level**

Obtaining of Digital Signature Certificates (D.S.C.s) for designated offices at district and State level is necessary for verification and authorization of beneficiary list and a necessary condition for the excel sheet to be an authorized data base on which payment decisions will rest. States/UTs were required to urgently designate officials at District and State levels and the designated officials were to apply for Digital Signature Certificate to respective NIC State Unit and contact local NIC officials for training in <http://dbtapp.gov.in>. Compliance of these instructions was to be completed by 30th April, 2013. States may be updated in the meeting.

➤ **Opening of bank accounts of the beneficiaries**

States/UTs may ensure that all ST beneficiaries of the scheme of Post Matric Scholarship for STs have bank accounts. They may urgently pursue with lead banks for speedy opening of bank accounts in respect of beneficiaries which do not yet have accounts in banks with Core Banking System so as to enable payment of scholarship amount into the bank a/c of the beneficiaries.

➤ **Enrolment of beneficiaries for generation of Aadhaar numbers and seeding of bank accounts with Aadhaar numbers.**

The States may in cooperation with UIDAI organize special Aadhaar Enrolment Camps in war-footing for the ST beneficiaries in each district at appropriate location(s) to ensure that all have Aadhaar numbers at the earliest. The existing status may be reported in the meeting. After Aadhaar enrolment of beneficiaries, the States are required to pursue with the lead banks for expediting the Aadhaar seeding of their bank accounts so that payment of scholarships into bank accounts of the beneficiaries can be made through the Aadhaar Payment Bridge (APB).

➤ **Re-engineering of Fund Flow**

The DBT system seeks to ensure that the flow of funds to the beneficiaries under the various schemes is made more efficient by removing such redundant layers which do not contribute value to decision making. There are redundant layers of procedure and sometimes only aggregate data leading to delay and inefficiency. Process re-engineering of the scheme and its architecture is therefore necessary at State level as well as at levels below. This must be in both decision making as well as funds flow. In order to ensure that the State share of the scholarship amount is paid into the bank account of the beneficiary speedily by passing through the minimum number of layers possible, the manner of deciding which levels in government will be part of selection/ authorization process and which levels participate in the fund flow route of the Post Matric Scholarships for STs in each State is to be urgently re-engineered and the Ministry informed of the completion of the exercise.

➤ **Training**

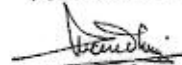
NIC to coordinate training of state/ district level functionaries. State and district teams of trainers to get ready through training by NIC in the next two weeks. Progress on arranging this tie up be reported.

➤ **Monitoring Rollout and reporting of progress in I & II Phase.**

A robust monitoring system for monitoring the rollout should be put in place by the State/UTs and intimated to this Ministry. The States may formulate an Action Plan with timelines for completing the above mentioned preparatory work so as to ensure successful rollout of DBT in the Phase II districts w.e.f. 17.3.2013. Weekly progress report in prescribed format must be provided to the nodal officer DBT in the Ministry by every Thursday.

5. It is requested that your compliance report in respect of the above mentioned key issues may also please be sent immediately to Ms. Shyla Titus, Deputy Secretary (DBT) in this Ministry under intimation to the undersigned.

Yours faithfully,



(Roopak Chaudhuri)

Deputy Secretary to the Government of India

☎: 011-23070508

Copy to File No.20014/33/2012-Education.

Proforma

Proforma of the Committed Liability of the State Governments/UT Administrations for every year of the 12th Five Year Plan period under the Scheme of Post Matric Scholarship for ST students

The **Committed Liability** of the State Governments/UT Administrations for every year of the 12th Five Year Plan is calculated as the total actual expenditure (**State Share + Central Share**) incurred for the year 2011-12 **minus** additional actual expenditure for the years 2010-11 & 2011-12 paid in during 2011-12, if any, on account of the revision of the Scheme w.e.f. 01-07-2010.

The details may please be furnished as follows:-

[Rs. in lakh]

Total Expenditure incurred (State Share + Central Share) during 2011-12	Rs.
Minus: Additional actual expenditure for the years 2010-11 paid in during 2011-12, if any, on account of the revision of the Scheme w.e.f. 01-07-2010	Rs.
Minus: Additional actual expenditure for the years 2011-12 paid in during 2011-12, if any, on account of the revision of the Scheme w.e.f. 01-07-2010	Rs.
Thus, Committed Liability of the State Government for every year of the 12th Five Year Plan	Rs.

**SCHEME OF POST MATRIC SCHOLARSHIPS TO
THE STUDENTS BELONGING TO SCHEDULED
TRIBES FOR STUDIES IN INDIA**

**REGULATION GOVERNING THE AWARD OF SCHOLARSHIP
(APPLICABLE FROM 01.07.2010)**



**GOVERNMENT OF INDIA
MINISTRY OF TRIBAL AFFAIRS
NEW DELHI.**

**GOVERNMENT OF INDIA
MINISTRY OF TRIBAL AFFAIRS**

**SCHEME OF POST MATRIC SCHOLARSHIPS TO THE STUDENTS
BELONGING TO SCHEDULED TRIBES FOR STUDIES IN INDIA**

**REGULATION GOVERNING THE AWARD OF SCHOLARSHIP
(APPLICABLE FROM 01-07-2010)**

I.

OBJECT

The objective of the scheme is to provide financial assistance to the Scheduled Tribe students studying at post matriculation or post-secondary stage to enable them to complete their education.

II.

SCOPE

These scholarships are available for studies in India only and are awarded by the Government of the State/Union Territory Administration to which the applicant actually belongs i.e. where permanently settled.

III.

CONDITIONS OF ELIGIBILITY

- (i) The scholarships are open to nationals of India.
- (ii) These scholarships will be given for the study of all recognised post-matriculation for post-secondary courses pursued in recognised institutions with the following exceptions :

"Scholarships are not awarded for training courses like Aircraft Maintenance Engineer's Courses and Private Pilot Licence courses, courses at Training – Ship Dufferin (Now Rajendra), courses of training at the Military College, Dehradun and courses at pre-examination training centres of all India and State levels."
- (iii) Only those candidates who belong to Scheduled Tribes so specified in relation to the State/Union Territory to which the applicant actually belongs (i.e. permanently settled) and who have passed the Matriculation or Higher

Secondary or any higher examination of a recognized University or Board of Secondary Education, will be eligible.

- (iv) Candidates who after passing one stage of education are studying in the same stage of education in a different subject e.g. I.Sc after I.A. or B.Com after B.A. or M.A. in other subject will not be eligible.
- (v) Students who, after having completed their educational career in one professional line, wish to study for another profession e.g. LLB after B.T./B.Ed. will not be eligible. From the academic year 1980-81, however, studies in two professional courses are allowed.
- (vi) Students studying in Class XI of Higher Secondary Schools which have a continues school course of 12th class will not be eligible. However, in cases where the X class examination of such courses is treated as equivalent to Matriculation and students after passing tenth class can join other courses, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- (vii) Students pursuing post-graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
- (viii) Students who after failing or passing the under graduate/post-graduate examinations in Arts/Science/Commerce join any recognised professional or technical certificate/diploma/degree courses will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except courses in *Group 'I'*, and no further change in the course will be allowed.
- (ix) Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education.
- (x) Employed students who take leave without pay for the entire duration of the course and study as full time students will be eligible for scholarships.

From the academic year 1980-81, employed students whose income combined with the income of their parents/guardians does not exceed the maximum prescribed income ceiling are made eligible to post-matric scholarships to the extent of reimbursement of all compulsorily payable non-refundable fees.

- (xi) All children of the same parents/guardians will be entitled to receive benefits of the scheme.
- (xii) A scholarship holder under this scheme 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, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the date he/she accepts another scholarship/stipend. The student can however, accept free lodging or a grant or adhoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- (xiii) Students who have already received coaching in any of the pre-examination training centres with financial assistance from the Government will not be eligible.

NOTE 1 : Since it is clearly mentioned under the item III (condition of eligibility) of these regulations that the scholarship will be given for the study of all recognised post-matriculation or post-secondary courses pursued in recognised institutions, the list of courses grouped (I to IV) is, thus, only illustrative and not exhaustive. The State Governments/Union Territory Administrations are, thus, themselves competent to decide the appropriate grouping of courses at their level as advised vide Ministry of SJ & E's letter No.11017/13/88-Sch.Cell, dated 3.8.1989.

IV.

MEANS TEST

Scholarships will be paid to the students whose parents/guardians' income from all sources does not exceed **Rs. 2,00,000/- (Rs. two lakh only) per annum.**

NOTE 1: So long as either of the parents (or husband in the case of married unemployed girl student) is alive, only income of the parents/husband, as the case may be, from all sources has to be taken into account and of no other member even

though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents (or husband in the case of married but unemployed girl student) have died, the income of the guardian who is supporting the student in his/her studies has to be taken. Such students whose parents' income is affected due to unfortunate death of one of earning parents and resultantly comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

NOTE 2: House rent allowance received by the parents of a student shall be exempted from the computation of 'income' if the same has been permitted to be exempted for purpose of Income-tax.

NOTE 3: Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year.

NOTE 4: The revised income ceilings account for Consumer Price Index for Industrial workers *upto October, 2009*. Income Ceiling would be revised once in every two years linking it with Consumer Price Index for Industrial Workers *for the month of October of the year, preceding the year of revision and will be made effective from April.*

V.

VALUE OF SCHOLARSHIP

The value of scholarship includes maintenance allowance, provision for students with disabilities, reimbursement of compulsory non-refundable fees, Study Tour Charges, thesis typing/printing charges and book allowance for students pursuing correspondence courses, for complete duration of the course.

The details are given below:-

(i) **Maintenance Allowance:**

Group	Courses	Rate of Maintenance Allowance (in Rupees per month)	
		Hostellers	Day Scholars
Group I	<p>(i) Degree and Post Graduate level courses including M. Phil., Ph.D. and Post Doctoral research in Medicine (Allopathic, Indian and other recognized systems of medicines), Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary & Allied Sciences, Management, Business Finance /Administration, Computer Science/ Applications.</p> <p>(ii) Commercial Pilot License (including helicopter pilot and multiengine rating) course.</p> <p>(iii) Post Graduate Diploma courses in various branches of management & medicine.</p> <p>(iv) C.A./I.C.W.A./C.S./I.C.F.A. etc.</p> <p>(v) M. Phil., Ph.D. and Post Doctoral Programmes (D. Litt., D.Sc. etc.) :- a) In existing Group II courses b) In existing Group III courses</p> <p>(vi) L.L.M.</p>	1200	550

Group II	(i) Graduate/ Post Graduate courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B Pharma), Nursing (B Nursing), LLB, BFS, other para-medical branches like rehabilitation, diagnostics etc., Mass Communication, Hotel Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition & Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2). (ii) Post Graduate courses not covered under Group-I e.g. M.A./M.Sc./M.Com./M. Ed./M. Pharma etc.	820	530
Group III	All other courses leading to a graduate degree not covered under Group I & II e.g. BA/B Sc/B Com etc.	570	300
Group IV	All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.	380	230

NOTE 1: Commercial Pilot License Course (CPL): CPL course is covered under Group 'I'. The number of awards for CPL will be 10 per annum. The selection of 10 ST students for CPL course will be made through Directorate General of Civil Aviation (DGCA). Applications for CPL course will be invited through advertisement. Interested ST students may apply for selection for grant of scholarship for pursuing

CPL course. Selected candidates shall be provided a maintenance allowance at rates applicable to *Group 'I'* courses i.e. **Rs.1200/- per month** for hostelers and **Rs.550/- per month** for day scholars. In addition all compulsory fees, including flight charges are to be provided as fee.

NOTE 2 : M.Phil and Ph.D courses are post-graduation courses. Scholarship to such students may be paid at the rates of maintenance allowance for Group '*I*' or '*II*' depending on the course under these groups.

NOTE 3 : Normally the term 'Hostel' is applicable to a common residential building and a common mess for the students run under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence as he is unable to get accommodation in the college hostel should be furnished by the Head of Institution.

It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5 (five) students living together, usually with common mess arrangements.

NOTE 4. Scholars who are entitled to free board and/or lodging will be paid maintenance charge at $1/3^{\text{rd}}$ of the rate for Hostellers

(ii) **Additional Provision for ST students with disabilities**

(A) Reader Allowance for blind Scholars

<u>Level of Course</u>	<u>Reader Allowance (Rs. Per month)</u>
Group I, II	240
Group III	200
Group IV	160

(B) Provision of transport allowance upto **Rs.160/- per month** for disabled students, if such student does not reside in the hostel, which is within the premises of educational institution. The disability as per the Persons with Disabilities (Equal

Opportunities, Protection of Rights and Full Participation) Act,1995 is defined as blindness, low-vision, leprosy-cured, hearing impairment, locomotor disability, mental retardation and mental illness.

(C) Escort Allowance of **Rs.160/- per month** for severally handicapped day scholar students with low extremity disability.

(D) Special Pay of **Rs.160/- per month** is admissible to any employee of the hostel willing to extend help to a severely orthopaedically handicapped student residing in hostel of an educational institution, who may need the assistance of a helper.

(E) Allowance of **Rs. 240/- per month** towards extra coaching to mentally retarded and mentally ill students.

The provisions in (B) to (D) will also apply to leprosy -cured students.

Note 1: The disabled students belonging to Scheduled Tribes covered under the Scheme can also get such additional benefits from other Schemes, which are not covered under the scheme.

Note 2: The disability as defined under the said Act has to be certified by competent medical authority of the State Govt./UT Administration.

(iii) Fees

Scholars will be paid enrolment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposit like caution money, security deposit will, however, be excluded.

NOTE: Compulsory non-refundable fee charged by recognized institutions against free and paid seats of recognized courses can be fully reimbursed as per the fee structure approved by the competent State/Central Government authority. However, while sanctioning scholarship against paid seat, State Governments would make the income verification compulsory.

(iv) Study Tours

Study tour charges upto a maximum of **Rs.1600/- per annum**, limited to the actual expenditure incurred by the student on transportation charges etc. will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

(v) Thesis Typing/Printing Charges

Thesis typing/printing charges upto a maximum of **Rs.1600/-** will be paid to research scholars on the recommendation of the Head of the Institution.

(vi) Correspondence courses including distance and continuing education

The students pursuing such courses are also eligible for an annual allowance of **Rs.1200/-** for essential/prescribed books, besides reimbursement of course fees.

VI.

SELECTION OF CANDIDATES

- (i) All the eligible Scheduled Tribes candidates will be given scholarships subject to the application of Means Test prescribed in these Regulations.
- (ii) Candidates belonging to one State but studying in other State will be awarded scholarships by the State to which they belong and will submit their applications to the competent authorities in that State. In the matter of exemption from fees or other concessions also they will be treated as if they were studying in their own State.

VII.

DURATION AND RENEWAL OF AWARDS

- (i) The award once made will be tenable from the stage at which it is given to the completion of course subject to good conduct and regularity in attendance. It will be renewed from year to year provided that within a course which is continuous for a number of years, the scholar secures promotion to the next higher class irrespective of the fact whether such examinations are conducted by a University or the Institution.
- (ii) If a Scheduled Tribe scholar pursuing *Group I* course fails in the examination for the first time, the award may be renewed. For second and subsequent

failure in any class, the student shall bear his/her own expenses until he/she secures promotion to the next higher class.

- (iii) If a scholar is unable to appear in the annual examination owing to illness and/or on account of any other unforeseeable event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the scholar would have passed had he/she appeared in the examination.
- (iv) If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

VIII.

PAYMENT

- (i) Maintenance allowance is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year (including maintenance allowance during holidays), provided that if the scholar secures admission after the 20th day of a month, the amount will be paid from the month following the month of admission.
- (ii) In case of renewal of scholarship awarded in the previous years, maintenance allowance will be paid from the month following the month upto which scholarship was paid in the previous year, if the course of study is continuous.
- (iii) The Government of the State/Union Territory Administration, to which the student belongs, in accordance with the procedure laid down by them in this regard, will pay the scholarship money to the selected students.
- (iv) Scholarship will not be paid for the period of internship/housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

IX.

OTHER CONDITIONS FOR THE AWARD

- (i) The scholarship is dependent on the satisfactory progress and conduct of the scholars. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarship or stop or withhold further payment for such period as it may think fit.
- (ii) If a student is found to have obtained a scholarship by false statements, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
- (iii) A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to them and stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.
- (iv) A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- (v) The regulations can be changed at anytime at the discretion of the Government of India.

X.

ANNOUNCEMENT OF THE SCHEME

All the State Governments will announce in May-June, the details of the scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through other media outfits. All requests for application forms and other particulars should be addressed to the Government of State/Union

Territory Administration to which the scholars actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

XI.

PROCEDURE FOR APPLYING

- (i) An application for scholarship should comprise:
 - (a) One copy of the application for scholarship in the prescribed form (separate application forms as have been prescribed for 'fresh' and renewal scholarship by concerned States/UTs).
 - (b) One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship).
 - (c) One attested copy of certificates, diploma, degree etc. in respect of all examinations passed.
 - (d) A certificate (in original) of Caste duly signed by **an authorised Revenue Officer** not below the rank of Tahsildar.
 - (e) An income declaration by the self-employed parents/guardians, 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, they would furnish declaration by way of an affidavit on non-judicial stamp paper.
 - (f) A receipt in acknowledgement of the scholarship in the previous year on the form attached to the application only duly counter-signed by the Head of the Institution concerned, if the applicant was in receipt of a scholarship under this scheme in the preceding year.
- (ii) Application complete in all respects shall be submitted to the Head of the Institution, being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the Government of State/Union Territory to which the student belongs, in accordance with the instructions issued by them from time to time.

XII.

FUNDING PATTERN OF THE SCHEME

The Scheme is implemented by the State Governments and Union Territory Administrations, which receive 100% central assistance from Government of India, over and above their respective Committed Liability. The level of Committed Liability of respective State Governments/Union Territory Administrations for a year is equivalent to the level of actual expenditure incurred by them under the Scheme during the terminal year of the last Five Year Plan Period and is required to be borne by them for which they are required to make required provision in their own budget. The North Eastern States have, however, been exempted from making their own budgetary provisions towards Committed Liability from Ninth Plan Period (1997-2002) onwards and the entire expenditure under the Scheme in respect of them will be borne by Government of India.

NOTE : Additional Committed Liability on account of the revision of the Scheme w.e.f. 01-07-2010 shall be passed on to State Governments/U.T. Administrations at the end of the XII Five - Year Plan period (w.e.f. 01-04-2017), and not after the XI Plan period.

All the State Governments and Union Territory Administrations implementing the Scheme will:-

- (i) *furnish data of beneficiaries and expenditure under the scheme, to Government of India, regularly in the Quarterly Reports prescribed for this purpose. **Financial assistance given under the Scheme shall not be utilized for any other purpose.***
- (ii) *designation Grievance Redressal Officers (GROs) at the State and District levels to redress students' scholarship-related grievances.*

XIII. BOOK BANK FOR SCHEDULED TRIBE STUDENTS

OBJECT

The object behind the Scheme is to establish Book Banks in each Medical (including Indian systems of Medicine and Homeopathy), Engineering, Agriculture, Veterinary, Polytechnics, Law Course, Chartered Accountancy, MBA and Bio-Sciences to Scheduled Tribe students who can not afford expensive education but for adequate state support. The inability of these students to buy costly text books, results in large number of failures and drop outs which retards the upliftment of Scheduled Tribes.

SCOPE

These 'Book Banks' are to be set up in all the Medical, Engineering, Agriculture, Law and Veterinary Degree Colleges and Institutes imparting Chartered Accountancy, MBA and alike Management Courses and Polytechnics where Scheduled Tribe students receiving Post Matric Scholarship under the Centrally Sponsored Scheme of Post Matric Scholarship to Scheduled Tribes for studies in India belonging to the parent state or from other state, are studying. Purchase of books for these 'Book Banks' will be restricted to the prescribed text books for the entire courses for recognized Medical, Engineering, Agriculture, Veterinary, Law Courses, Chartered Accountancy, MBA, Bio-Sciences and Polytechnic courses being pursued by ST students therein. The set of text books will be purchased for 2 such ST students at various stages except in respect of Post-graduate courses and Chartered Accountancy where it will be one set for each student. However, the ratio of sets and students will have to be adjusted to the total number of sets that could be procured within the total resources allocated to the State concerned. The State Government may constitute an expert group consisting of members from selected colleges of different regions to decide the adequate number of text books in a set (not reference books) required for each course. Thereafter estimate may be worked out keeping in view the price of cheap Indian editions. The State Government may

constitute a set within the total cost of text books. The life period of one set of books has been fixed at 3 years.

XIV. COURSE-WISE PATTERN OF ASSISTANCE

Central assistance to States/UTs for setting up of Book Banks is limited to the following ceiling or actual cost of a set, whichever is less:-

I. Degree Courses

Cost of one set

(1 set for 2 students)

1.	Medical	Rs. 7,500/-
2.	Engineering	Rs. 7,500/-
3.	Veterinary	Rs. 5,000/-
4.	Agriculture	Rs. 4,500/-
5.	Polytechnic	Rs. 2,400/-

II. Post-Graduate Course

(A). Post Graduate courses in Medical, Engineering, Agriculture and Veterinary courses and such other technical/alike courses as are approved by the Universities/Institutes of higher learning.	Rs. 5,000/- 1 set per student
(B). Law courses, L.L.B. (3 years and 5 years) L.L.M. (2 years)	Rs. 5,000/- 1 set per student
(C). Chartered Accountancy (inter-mediate and final)	Rs. 5,000/- 1 set per student
(D). M.B.A. (2 years) and similar courses	Rs. 5,000/- 1 set per student
(E). Bio-Science	Rs. 5,000/- 1 set per student

Note: The said sets of books will also include Braille Books, Talking Books, Cassettes for the visually Handicapped students.

The essential books purchased, limiting the amount to the ceilings indicated above are to be supplied to the ST students in instalments, depending on the course, semester structure etc.

The life span of one set of books has been fixed at 3 years so as to ensure that Book Banks beneficiaries have access to the latest books/editions. At the end of 3 years these books may be kept in the library of the concerned institution for loan to other ST students until such time as the books remain relevant and serviceable. Thereafter the books may be disposed off by the institution in the same manner as the books in the library subject to the guidelines, if any, of the State Government/UT Administration in this regard. Purchase of text books for these Book Banks is restricted to the prescribed text books for the entire course referred to above.

XV. PREFERENCE TO GIRL STUDENT AND HANDICAPPED STUDENTS

While selecting students for 'Book Bank' Scheme the State/UT should set a target to be implemented, wherever possible, that at least 30% of the beneficiaries are girl ST students and at least 3% disabled ST students.

XVI. FINANCIAL ASSISTANCE

Central assistance for the setting up of 'Book Banks' will be given for the purchase of prescribed text books for Medical, Engineering, Agriculture, Veterinary and Polytechnic courses and Post-Graduate courses in Medical, Engineering, Agriculture, Veterinary courses and such other technical/alike courses as are approved by the Universities/Institutions of higher learning, Law Courses, Chartered Accountancy (Inter-mediate and final), MBA and Bio-Sciences limited to the amount as indicated above or actual cost of a set, whichever is less.

For storage of books and contingencies etc., the cost of steel almirah for storing books of each 'Book Banks' including contingencies like transportation etc. the following expenses are admissible.

- (i) Rs. 2000/- or actual cost whichever is less.

- (ii) 5% of the grant may be earmarked for expenses on binding, stitching etc.

XVII. PLACEMENT OF FUNDS AND ADMINISTRATION OF THE SCHEME

The total expenditure on the scheme of 'Book Banks' will be shared between the Central and the State Government on matching grant basis (50:50) (100% central assistance to the UT Administration). State Govt. may consider making the Heads of the Institutions responsible for the running of the Scheme and place funds at their disposal.

XVIII. SUBMISSION OF DATA

The State Governments UT Administrations will inform the Government of India about the amount allotted college-wise specifying the number of sets to be purchased for that college and the number of beneficiaries.

XIX. UTILIZATION OF FUNDS

Financial assistance given under the Scheme shall not be utilized for any other purpose. If the college concerned fails to utilize the grant for the purpose for which it is given, the amount shall be refunded to the Central Government. The State Government/UT Administration should furnish statement of Expenditure and Utilization Certificates.

XX. DISTRIBUTION OF BOOKS TO STUDENTS

The following rules shall govern the distribution of books to the students:

- (i) Each ST student will be provided with an identity card for this purpose.
- (ii) Each ST student will be required to submit the requisition for borrowing books from the Book Bank in a form to be provided for this purpose.
- (iii) Books will be suitably distributed among the ST students keeping in view the norm that one set is meant for 2 students for the entire course, except in respect of Post-Graduate courses and other courses as stated in para XIV (I) & XIV (II) above.

- (iv) The books should be returned to the Book Bank at the end of each term. The Principal of the College/Institution will make every effort to ensure that those students who complete their course or those who drop out in the middle, return the books belonging to the Book Bank.
- (v) It is the responsibility of the student concerned to maintain the books supplied to them from the Book Bank, in good condition.
- (vi) Any case of loss or damage to the books would attract penalty. In case of serious damage or loss of books, the student concerned will have to bear the cost of the book.

....X....

REFERENCES :

Sl. No.	Para number of Regulations	No. and date of letter of Ministry of SJ&E.
1	III(v)	No.11917/37/79/SC&BCD-III dated 20-6-1980
2	III(x)	No.11017/23/-80-SC&BCD-III dated 21-6-1980
3	III(xi),III((xii)	No.11017/4/97-SCD-V dated 10-7-1998
4	IV Note 1	No.11017/2/94-Sch.Cell dated 29-12-1995
5	IV Note 2	No.11017/1/92-Sch.Cell dated 14-2-1996
6	IV Note 3	No.11017/10/94-Sch.Cell dated 22-7-1994
7	IV Note 4	No.11017/8/97-Sch.Cell dated 3-4-1998
8	V Group 'A' (I)	No.11017/1/93-Sch.Cell dated 7-4-1995
9	V(I) Note 1	1. No.11017/2/91-Sch.Cell dated 24-7-1992 & 2. No.11017/9/91-Sch.Cell dated 1-2-1994
10	V(I) Note 2	No.11017/2/92-Sch.Cell dated 8-4-1994
11	V(I) Note 3	No.11017/11/93-Sch.Cell dated 31-3-1995
12	XI	No.11017/4/97-SCD-V dated 10-7-1998
Ministry of Tribal Affairs' Circular		
13	V (i),(ii),(iv)(v), (vi) IV, XIII	No. 20014/10/2000-TDA (Vol. III) dated 19-2-2004.
14	V (iii)	No. 20014/10/2000-TDA (Vol. IV) dated 29-5-2006
15	V (i) Note 1.	No. 20014/4/2006-Education dated 9-8-2006
16	IV	No. 20014/5/2002-Scheme/Education dated 3-7-2007
17	V (iii)	No. 20014/10/2000-Education (Vol. IV) dated 5-7-2007
18	V (iii)	No.19012/85/2006-Education dated 28-9-2007
19	V (iii)	No.19012/85/2006-Education dated 27-11-2007
20	XII	No. 20014/1/2007-Education dated 19-12-2007
21	V (iii)	No.19012/85/2006-Education dated 04-03-2008

**CENTRALLY SPONSORED SCHEME OF
POST MATRIC SCHOLARSHIPS
TO THE STUDENTS BELONGING TO
SCHEDULED CASTES
FOR STUDIES IN INDIA**

(With effect from April, 2018)

**GOVERNMENT OF INDIA
MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT
April, 2018**

**CENTRALLY SPONSORED SCHEME OF POST MATRIC
SCHOLARSHIP TO THE STUDENTS BELONGING TO SCHEDULED
CASTES FOR STUDIES IN INDIA
(PMS-SC)
(With effect from April, 2018)
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CENTRALLY SPONSORED SCHEME OF POST MATRIC SCHOLARSHIPS TO THE STUDENTS BELONGING TO SCHEDULED CASTES FOR STUDIES IN INDIA PMS-SC (with effect from April, 2018)

I. Object

The objective of the scheme is to provide/supplement financial assistance to the Scheduled Caste students studying at post matriculation or post-secondary stage to enable them to complete their education.

II. Scope

These scholarships are available for studies in India only and are awarded by the Government of the State/Union Territory to which the applicant actually belongs i.e. permanently settled or domiciled, as per the terms of domicile decided by the State, will be eligible to avail PMS-SC from the domiciled State/UT. The domicile State/UT shall keep the parent State informed with all particulars.

III. Conditions of Eligibility of students

- (i) The scholarships are open to nationals of India.
- (ii) These scholarships will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized Institutions/ Universities/ Colleges, where PMS-SC can be availed for intermediate, graduate, post graduate courses and include the following :
 - a. Institutions of National Importance;
 - b. Central University/ State University/ Autonomous colleges recognized by UGC and Universities /Colleges recognized under section 2(f) and 12(b) of UGC Act.;
 - c. Deemed Universities;
 - d. Private Universities recognized by State/Centre with 'A' level or equivalent accreditation by NAAC, NBA;

- e. Private Professional Institutions affiliated to a recognized Central/State University and covered by Fee Fixation Committee as mandated by Supreme Court;
 - f. Recognized schools/colleges for Classes XI and class XII;
 - g. Diploma granting Institutions as recognized by State/UT Governments;
 - h. Vocational Training Institute affiliated to National Council of Vocational Training (NCVT);
 - i. Institutions affiliated/ approved by the appropriate bodies like MCI/AICTE etc or any regulatory body established by State/ Centre. Provided that where a particular number of seats for a particular course have been recognized / authorized by the concerned regulatory authority. The admissions shall be restricted to those numbers and courses provided further that at each level only one course of study shall be allowed;
- iii. Only those candidates who belong to Scheduled Castes so specified in relation to the State/Union Territory to which the applicant actually belongs /domiciled as determined by the State/UT and who have passed the Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education will be eligible.
 - iv. The ceiling on age limit for admission as regular student in different classes should be decided by concerned Institutions
 - v. Candidates who after passing one stage of education are studying in the same stage of education in different subject e.g. I.Sc. after I.A. or B.Com. after B.A. in other subject will not be eligible.
 - vi. Students who, after having completed their educational career in one professional line, e.g. L.L.B. after B.T./B.Ed. will not be eligible.
 - vii. Students pursuing Post Graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
 - viii. Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education for courses in

Central/ State Universities only. Non-refundable fee shall be paid directly to the Students account

- viii. All children of the same parents/guardians will be entitled to receive benefits of the scheme.
- ix. A scholarship holder under this scheme 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, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the date he/she accepts another scholarship/stipend. The student can however, accept free lodging or a grant or adhoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- x. Scholarship holders who are receiving coaching in any of the pre-examination training centers with financial assistance from the Central Government/ State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.

Note 1: It is mentioned under the item III (condition of eligibility) of this scheme that the scholarship will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized institutions, the list of courses grouped (I to IV) is only illustrative and not exhaustive. The State Governments/Union Territory Administrations are, thus, themselves competent to decide the appropriate grouping of courses at their level.

IV. Conditions of Eligibility of Institutions/Universities/Colleges

1. The Institutions/Colleges at the time of submitting Scholarship applications of students studying will also submit/ upload details of their registration, affiliation and accreditation, courses being offered and number of seats approved for each course.
2. The college/Institution will ensure minimum 50% of renewal in respect of students availing post-matric scholarship for the academic year, before applying for Scholarship

for the next academic year provided where the institution is able to give good and sufficient reasons for not achieving minimum of 50% renewal; the above mentioned limit will not apply. The good and sufficient reasons imply natural calamities like flood/ drought/ unforeseen circumstances/ law and order problem etc.

V. Means Test

Scholarships will be paid to the students whose parents/guardians' income from all sources does not exceed Rs. 2,50,000/- (Rupees Two lacs Fifty thousand only).

Note 1: So long as either of the parents (or husband in the case of married unemployed girl student) is alive, only income of the parents/husband, as the case may be, from all sources has to be taken into account only and of no other member even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents (or husband in the case of married but unemployed girl student) have died, the income of the guardian who is supporting the student in his/her studies has to be taken. Such students whose parent's income is affected due to unfortunate death of one of earning parents and resultantly comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

Note 2: House rent allowance received by the parents of a student shall be exempted from the computation of 'income' if the same has been permitted to be exempted for the purpose of Income tax.

Note 3: Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year.

Note 4: Income Ceiling would be reviewed periodically.

VI. Components of the Scholarship

The component of scholarship includes the following for complete duration of the course:-

- i. maintenance allowance,
- ii. reimbursement of compulsory non- refundable fees,
- iii. study tour charges,
- iv. thesis typing,
- v. book allowance,
- vi. book bank facility,
- vii. additional allowances for SC students with disabilities for the complete duration of the course.

The details are as follows:

(i) Composite maintenance allowance

Group	Courses	Rate of Maintenance allowance (in Rs. per month) for 10 months / duration of course.	
		Hostellers	Day Scholars
Group I	<p>(i) Degree and Post Graduate level courses in Medicine, Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary & Allied Sciences, Management, Business Finance /Administration, Computer Science/ Applications.</p> <p>(ii) Post Graduate Diploma courses in various branches of management & medicine.</p> <p>(iii) C.A./I.C.W.A./C.S./I.C.F.A. etc. (Applicable at day scholar rate only Rs 550 per month)</p> <p>(iv) M.Phil, Ph.D and Post-Doctoral Programmes (D.Lit., D.Sc. etc.), Group I, Group II and Group III courses.</p> <p>(vi.) L.L.B, Integrated L.L.B, L.L.M</p>	1200	550
Group II	Professional Courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B Pharma), Nursing(B Nursing), BFS, other para-medical branches like rehabilitation, diagnostics etc., Mass Communication, Hotel	820	530

	Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition& Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2) and Vocational stream, ITI courses and Polytechnic where entrance qualification is Class XII or above.		
Group III	Graduate and Post Graduate courses not covered under Group me & Group II e.g. B.A / B.Sc / B.Com etc. M.A/ M. Sc/ M.Com/ M Ed. / M. Pharma etc.	570	300
Group IV	All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. Senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.	380	230

Note1: Normally the term 'Hostel' is applicable to a common residential building and a common mess for the students runs under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence, as he is unable to get accommodation in the college hostel should be furnished by the Head of the Institution.

It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5(five) students living together, usually with common mess arrangements.

Note 2 : Scholars who are entitled to free board and/or lodging will be paid maintenance charge at 1/3rd at Hostellers' rate.

(ii) Additional Allowances for SC students with disabilities

a. Reader Allowance for blind Scholars

Level of Course	Reader Allowance (Rs. Per month)
Group I,II	240
Group III	200
Group IV	160

- b. Provision of transport allowance upto Rs.160/- per month for disabled students, if such students do not reside in the hostel, which is within the premises of educational institution. The disability as per the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 is defined as blindness, low-vision, leprosy-cured, hearing impairment, locomotors disability, mental retardation and mental illness.
- c. Escort Allowance of Rs.160/- per month for severally handicapped day scholar students with low extremity disability.
- d. Special Pay of Rs.160/- per month is admissible to any employee of the hostel willing to extend help to a severely orthopedically handicapped student residing in hostel of an educational institution, who may need the assistance of a helper.
- e. Allowance of Rs.240/- per month towards extra coaching to mentally retarded and mentally ill students.

The provisions in (b) to (d) will also apply to such leprosy-cured students.

Note 1: The disabled students belonging to Scheduled Castes covered under the Scheme can also get such additional benefits from other Schemes, which are not covered under the scheme.

Note 2: The disability as defined under the said Act has to be certified by competent medical authority of the State Govt./UT Administration

iii. Compulsory non-refundable fees but will not include one-time upfront payment fees for full course:

- a. Scholars will be paid enrolment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposits like caution money, security deposit will, however, be excluded.

Note: Payment of one time lump sum fees for full course in Government and Private Institutions shall not be eligible. The fees claimed against management quota seats, spot admission seat in any Institution /University will not be reimbursed.

- b. Every State shall constitute a Fee Rationalization Committee (FRC) for review and rationalization of fee structures for disciplines/courses/institutes which are not otherwise covered by the Fee Fixation Committee required to be constituted as per the directions of the Hon'ble Supreme Court.

(iv) Study Tours

Study tour charges up to a maximum of Rs.1600 per annum, limited to the actual expenditure incurred by the student on transportation charges etc. will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

(v) Thesis Typing/Printing Charges

Thesis typing/printing charges up to a maximum of Rs.1600 will be paid to research scholars on the recommendation of the Head of the Institution.

(vi) Book Allowance for Students pursuing Correspondence /Distance Education Courses

The students pursuing such courses are also eligible for an annual allowance of Rs.1200/-for essential/prescribed books, besides reimbursement of course fees.

(vii) Book Banks

- I. Book Banks are to be set up in all the Medical, Engineering, Agriculture, Law and Veterinary Degree Colleges and Institutes imparting Chartered Accountancy, MBA and alike Management courses and Polytechnics where Scheduled Caste students are in receipt of Post Matric Scholarship. The set of text books will be purchased for 2 such SC students at various stages except in respect of Post-graduate courses and Chartered Accountancy where it will be one set for each student. However, the ratio of sets and students will have to be adjusted to the total number of sets that could be procured within the total resources allocated to the State concerned.
- II. The details of courses covered for setting up of Book Banks, ceiling of admissible expenditure per set of books and sharing criteria are given below:

S.No.	Courses	Sharing criteria	Ceiling per set (or actual whichever is less) (In Rs.)
1.	Degree courses in Medical/ Engineering	1 set for 2 students	7500
2 .	Degree courses in Veterinary	-do-	5,000
3.	Degree courses in Agriculture	-do-	4,500
4.	Polytechnics	-do-	2,400
5.	i. Post Graduate courses in Medical, Engineering, Agriculture and veterinary courses and such other technical/alike courses as approved by the Universities/ institutes of higher learning. ii. Law courses, L.L.B. (3 years and 5years) LL.M. (2 years) iii. Chartered Accountancy (Intermediate and Final) iv. M.B.A. (2 years) and similar courses v. Bio-Sciences	1 set per student	5,000

For storage of books and contingencies etc., the cost of steel almirah for storing books of each Book Bank including contingencies like transportation etc. the following expenses are admissible:

- (i) Rs. 2000 or actual cost whichever is less.

(ii) 5% of the grant may be earmarked for expenses on binding, stitching etc.

Note: The said sets of books also include Braille Books, Talking Books, and Cassettes for the visually Handicapped students.

- III. The Book Banks are to be set up in all the recognized colleges/institutions where these courses are being offered as recognized courses.
- IV. Purchase of books for these Book Banks will be restricted to the prescribed text books for the entire courses.
- V. The State Governments may constitute Expert Groups consisting of members from selected colleges/educational institutions of different regions to decide the adequate number of text books in a set (not reference books) required for each course.
- VI. The life period of one set of books has been fixed at 3 years. Thereafter the books may be disposed of by the institutions in the same manner as the books in the library subject to the guidelines, if any, of the State Government/UT Administration in this regard.
- VII. These books are to be supplied to SC students in installments, depending on the course, semester structure etc.
- VIII. The following rules shall govern the distribution of books to the students:
 - (i) Each SC student will be provided with an identity card for this purpose.
 - (ii) Each SC student will be required to submit requisition for borrowing books from the Book Bank in a form to be provided for this purpose.
 - (iii) The books would be returned to the Book Bank at the end of each term. The Principal of the college/institution will make every effort to ensure that those students who complete their course or those who drop out in the middle return the books belonging to the Book Bank.
 - (iv) It is the responsibility of the student concerned to maintain the books supplied to them from the Book Bank, in good condition.
 - (v) Any case of loss or damage to the books would attract penalty. In case of serious damage or loss of books, the student concerned will have to bear the cost of the book.

VII. Selection of Candidates

1. All the eligible Scheduled Caste candidates will be given scholarships subject to the application of Means Test prescribed in this Scheme.
2. a) Candidates belonging to one State but studying in other State will be awarded scholarships by the State to which they belong or
b) Students domiciled in a State/UT but holding SC Certificate in other State/UT can avail scholarship in State/UT of domicile subject to verification of the SC certificate from State where it was issued. The conditions of domicile will be as determined by the State/UT as the case may be. The domicile State/UT shall keep the parent State informed with all particulars.

VIII. Duration and Renewal of Awards

1. The award once made will be payable from the stage at which it is given to the completion of course subject to good conduct and attendance of 75% in every academic year.
2. If a scholar is unable to appear in the annual examination owing to illness, the award may be renewed subject to production of medical certificate from prescribed authority and acceptance of the same by institution /college.
3. If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

IX. Payment

1. Maintenance allowance is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year (including maintenance allowance during holidays), provided that

if the scholar secures admission after the 20th day of a month, the amount will be paid from the month following the month of admission for a period of ten months/ duration of the course.

2. In case of renewal of scholarships awarded in the previous years, maintenance allowance will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.
3. The Government of the State/Union Territory Administration will pay the non-refundable fees and maintenance fees in to the account of the students. Incidental to above changes, Ministry's D.O No. 14012/2/2010-SCD-VI dated October 06,2010 addressed to Principal Secretaries/ Secretaries (SW) of all States/UTs regarding instructions to all private institutions not to charge any tuition fee from eligible SC students at the time of admission stands withdrawn. The State government / UT administration will frame modalities regarding periodical and timely release of Scholarship (including fees) to student's accounts; so that students can pay the fees to the institution on time and not be subjected to any penalties for late payment/ non-payment of fees.
4. Scholarship will not be paid for the period of internship/ housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

X. Mode of Disbursal of Scholarship

1. Payment of scholarship/ maintenance and any other admissible allowances:

- (i) Payment of scholarship/ maintenance and any other admissible allowance should be made to beneficiaries through their accounts in post offices/banks. The Ministry of Social Justice vide notification number 428 dated Feb,16,2017 has notified Aadhaar as identity document under Section 7 of Aadhaar Act 2016 for all Scholarship Schemes w.e.f. 16th February 2017. The States henceforth will make provisions for capturing

details of Aadhaar, Aadhaar EID and other alternative documents as provided for in the said notification on their respective Scholarship portals or otherwise.

(ii) Non-refundable fee to students should be released in the following order of priority:

- i. Students studying in Government Educational Bodies including Central and State Universities.
- ii. Students studying in Government aided Schools/ Colleges/ Institutions.
- iii. Students studying in Private institutions affiliated to Central/State Universities.
- iv. Students studying in other institutions.

(iii) All States/UTs availing of benefits under post-matric scholarship scheme will migrate to online processing of disbursement of scholarships within one year of the revised scheme coming into effect. The scholarship portal should mandatorily have the following features:

- a. Every student should be assigned an Aadhaar ID, Aadhaar EID and other alternative form of ID as per this Ministry's notification no. 428 dated 16.02.2017 which will enable elimination of duplication and false claims.
- b. The District Collector will nominate Group 'A' officers to inspect all private institutes offering courses at the level of graduation or above during the year preferably by the time of closure of admission.
- c. Online verification of eligibility credentials such as caste certificates, income certificates, mark-sheets etc. should be mandatorily provided.
- d. DBT to the students' account in respect of maintenance and non-refundable fees.
- e. Provision for application of renewal scholarships online.

2. Disbursement of arrears: Central Assistance towards arrear shall be disbursed in the following manner:

- a. Where the State Government has released the scholarship to Students after making due provision in the budget and claimed reimbursement of the same, the arrears due and admissible will be considered for release as per regulations of PMS (SC) Scheme.

- b. In case the State Government has not released scholarship to Students and have claimed the arrears towards pending past claims, in such cases the State govt. will follow procedure as given below:
- i. Where the Institutes have not charged the non-refundable fees from students; the state shall verify such claims with the concerned students and also furnish a complete list of such students, institute wise, while forwarding arrears claims to the ministry (in the context of pre-revised cases).
 - ii. Where Institute have charged non-refundable fees from students, the State shall furnish a complete list of such students, along with details of their bank accounts and Aadhaar number institution wise while forwarding arrear claims to the ministry. The arrears should be released invariably through DBT in to the accounts of students.

XI. Other Conditions for the Award

- i. The scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarships or stop or withhold further payment for such period as it may think fit.
- ii. If a student is found to have obtained a scholarship by false statements, his/ her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
- iii. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to them and stop payment of the

scholarship money. The amount already paid may also be recovered at the discretion of the State Government.

- iv. A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- v. The provisions of this scheme can be changed at any time at the discretion of the Government of India.

XII. Announcement of the Scheme

All the State Governments/UT Administrations will announce in May-June, the details of the scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through their respective websites/ Scholarship portals and other mode of media. All requests for application forms and other particulars should be addressed to the Government of State/Union Territory Administration to which the scholars actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

XIII. Procedure for applying

- (i) An application for scholarship can be made online on scholarship portal where available and in hard copy otherwise. Where applying online, the documents may be scanned and uploaded. Hard copy of application uploaded will be submitted as per the requirement of portal where application has been made. Every application whether done online or in hard copy will at the minimum compulsorily include:
 - a. One copy of the application for scholarship in the prescribed form.
 - b. One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship).
 - c. One self-attested copy of certificates, diploma, degree etc. in respect of all examinations passed.

- d. A certificate of Caste duly signed by an authorized Revenue Officer not below the rank of Tehsildar.
- e. Income declaration of self-employed parents/guardian should be in the form of a certificate issued by Revenue Officer not below the rank of Tehsildar. Employed parents/guardians are required to obtain income certificate from their employer. Employed parents/ guardians should obtain consolidated certificate from Revenue officer for any other additional source of income.
- f. Application for scholarship should be submitted by student by 30th November of the academic year in which he is studying, provided that for valid reasons State authorities may extend the last date.

(Note: Where hard copy is submitted all copies should be self-attested)

- (ii) Application complete in all respects shall be submitted to the Head of the Institution, being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the Government of State/Union Territory to which the student belongs, in accordance with the instructions issued by them from time to time.

XIV. Procedure for forwarding demand for release of Central Assistance (CA) for PMS-SC by State Government/Union Administration

- a. The aggregated demand of the State/UT to Ministry of Social Justice and Empowerment should be submitted in the prescribed format.
- b. Demand for CA submitted beyond 31st December will not be entertained.
- c. The demand for the current F/Y should be in respect of student's scholarship for the corresponding academic year. Arrears due to non-release of CA of previous years should be shown separately.

XV. Funding Pattern of the Scheme

The Scheme is implemented by the State Governments and Union Territory Administrations, which receive 100% central assistance from Government of India for the total expenditure

under the scheme, over and above their respective Committed Liability. "The level of Committed Liability of respective State Government / Union Territory administration in a New Finance Commission (FC) cycle annually will be equivalent to the total of the demand on the State as well as the Central Government in the terminal year of the previous Plan period/ Finance Commission (FC) cycle, provided that when a State has made no demand on the Centre in the terminal year of the Plan period/ Finance Commission cycle or the demand made by a State is lower than in any of the previous years of the plan period / Finance commission cycle, in that case the highest demand made in any of the previous financial years of the Plan/ Finance Commission cycle will be considered as demand of the State on Centre for the purpose of computation of Committed Liability for the next Finance Commission cycle is required to be borne by them for which they are required to make required provision in their own budget." The committed Liability so computed will be co-terminus with the FC cycle. The North Eastern States have, however, been exempted from making their own budgetary provisions towards Committee Liability from Ninth Plan Period (1997-2002) onwards and the entire expenditure under the Scheme in respect of them will be borne by Government of India.

All the State Governments and Union Territory Administrations implementing the scheme will:

- i) Furnish data of beneficiaries and expenditure under the scheme, to Government of India, regularly in the Quarterly Reports prescribed for this purpose. Financial assistance given under the scheme shall not be utilized for any other purpose.
- ii) DBT Monthly report as per proforma under DBT Bharat Portal.
- iii) Designate Grievance Redressal Officers (GROs) at the State and District levels to redress students' scholarship-related grievances.

XVI. Effective implementation/ alteration of modalities

- a. For the purposes of effective implementation of the Scheme, implementing States may formulate guidelines for assessing eligibility of beneficiaries & institutions and modalities for Direct benefit transfer, which shall be in accordance with the objectives

of the Scheme provided that the States shall not be at liberty to impose any guideline which enhances or has the effect of enhancing the liability of the Centre under the Scheme.

- b. The Centre may call for reports from time to time and issue guidelines for effective implementation. The guidelines and eligibility norms of the scheme may also be changed by Central government as deemed necessary.

XVI. Inspection and Monitoring of the scheme:

The States/ Union Territories implementing the scheme shall monitor physical and financial performance of the scheme at the States/ Union Territories level. For this purpose, an IT enabled monitoring mechanism shall be in place. The States/ Union Territories will be required to furnish quarterly financial and physical progress reports to the Ministry. The States/ Union Territories shall maintain year wise details of the students receiving scholarship, indicating school/ college/ institute, location of school/ college/ institute, government or private, class, gender and new or renewal. The States/ Union Territories shall place relevant physical and financial details in their official website. All the State/ UT governments will ensure that all private institutions are annually inspected by Group 'A' officer,

XVI. Evaluation

The performance of the scheme will be evaluated by Ministry of Social Justice and Empowerment (GOI) at least once every three years, to begin with.

XVII. Administrative Charges

The Centre will have a budgetary provision of administrative cost, which will be equivalent to 1% of funds released by the Centre to States in the terminal year of the previous plan period. The States/UTs can seek administrative charges towards implementing, monitoring etc. the scheme, up to 1% of the funds released and stipulated above to that particular

State. Out of above Centre can also avail 10% budget for its own administrative and monitoring expenses.

XVIII. Transitory provision for existing beneficiaries

Beneficiaries of scholarships under the pre-revised Post Matric Scholarship Scheme for SCs will continue to be governed by terms and conditions as prevailed before amendment of the scheme till completion of the course for which he/she is availing Scholarship. (However, redefined committed liability to State Govts/ UT administrations will be applicable from the year 2017-18.)

GUIDELINES/NOTIFICATION FOR WELFARE OF PERSONS WITH DISABILITIES

- National scholarship
- Un-employment allowances to persons with disability and allowances to family with disabled children
- Draft guidelines for rehabilitation grant to physically handicapped persons
- Standard operating procedure for rescue treatment and rehabilitation Homeless mentally ill persons
- O.M for issue of disability certificate to the persons with disabilities
- Guidelines for providing for financial assistance to physically challenge persons for skill development

Pre-matric & Post-matric scholarship for Students with Disabilities

**CENTRAL SECTOR SCHEME
OF
PRE-MATRIC SCHOLARSHIP
&
POST MATRIC SCHOLARSHIP
FOR
STUDENTS WITH DISABILITIES**

(As Modified on 10-10-2015)



सत्यमेव जयते

**Department of Empowerment of Persons with Disabilities
Ministry of Social Justice & Empowerment
Government Of India**

[Effective from 1st April, 2014]

**CENTRAL SECTOR SCHEME OF PRE MATRIC SCHOLARSHIP &
POST MATRIC SCHOLARSHIP FOR STUDENTS WITH
DISABILITIES**

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14-37/2013-DD.IV-B
Government of India
Ministry of Social Justice & Empowerment
Department of Empowerment of Persons with Disabilities

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**SCHEME OF PRE MATRIC SCHOLARSHIP AND POST MATRIC
SCHOLARSHIP FOR STUDENTS WITH DISABILITIES**

(EFFECTIVE FROM 01-04-2014)

1. INTRODUCTION

Article 41 of Part IV ("Directive Principles of State Policy") of the Constitution provides that the State shall make effective provisions for securing the right to work, to education and to public assistance in cases of unemployment, old age, sickness and disablement, and in other cases of undeserved want. Education plays a pivotal role in socio-economic empowerment of Persons with Disabilities.

Article 46 of Part IV ("Directive Principles of State Policy") of the Constitution enjoins upon the State to promote with special care the educational and economic interests of the weaker sections of the people. Article 38(2) of the same Part also enjoins upon the State to minimize inequalities in income and to endeavour to eliminate inequalities in status, facilities and opportunities, not only amongst individuals but also amongst groups of people residing in different areas or engaged in different vocations.

Further, section 26 of The Persons with Disabilities (EQUAL OPPORTUNITIES, PROTECTION OF RIGHTS AND FULL PARTICIPATION) Act, 1995 provides that the appropriate Governments and the local authorities shall (a) Ensure that every child with a disability has access to free education in an appropriate environment till he attains the age of eighteen years; (b) Endeavor to promote the integration of students with disabilities in the normal schools. Section 27 (f) of PWD Act, provides that the appropriate Governments and the local authorities shall by notification make schemes for providing every child with disability free of cost special books and equipments needed for his education.

According to Census 2011, there were 2.68 Crore persons with disabilities in India who constituted 2.22 per cent of the total population. This includes persons with visual, hearing, speech, loco-motor, mental retardation, and

other disabilities. Details of persons with disability in India, by type of disability, as per Census 2011 are as below:

Number of Persons with Disabilities as per Census, 2011		
Type of Disability	Population (in Crore)	Percentage (%)
Loco motor	0.55	20
Visual	0.50	19
Hearing	0.51	19
Speech	0.20	07
Mentally Retarded	0.15	06
Mentally ill	0.07	03
Multiple	0.21	08
Other Disabilities	0.49	18
Total	2.68	100

2. OBJECTIVES

Objectives of the schemes are:

- (a) To support students with disabilities for their study in classes IX and X onwards so that the incidence of drop-out, especially in the transition from the elementary to the secondary stage is minimized,
- (b) To improve participation of students with disabilities in classes IX and X and at the pre-matric stage of education.
- (c) To support students with disabilities to study further in order to prepare themselves to earn their livelihood and to find a dignified place for themselves in the society as they face several barriers physical, financial, psychological, mental in pursuing studies and living with dignity. At times such students are deprived of harnessing their latent skills and thereby miss the opportunity.
- (d) All Graduate & Post Graduate courses recognised by UGC will be covered under Post-Matric Scholarship

3. SCOPE

Scholarships under this scheme will be available for studying in classes IX, X, XI, XII, post-matriculation diploma/certificates and Bachelor's Degree or Diploma in India and Master's Degree from any University recognised by UGC, to students with disabilities who are covered under the Persons with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995 and the National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999 and/or under any relevant legal statute in force.

Only Indian Nationals will be eligible for scholarships. Scholarship under the Scheme will be awarded by the Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disability, Government of India.

4. IMPLEMENTING AGENCY

The schemes of Pre-matric Scholarship and Post-matric Scholarship for Students with Disabilities are Central Sector Schemes and will be implemented directly by the Department of Empowerment of Persons with Disabilities through the National e-Scholarship Portal (NeSP) and the scholarship amount will be disbursed through PFMS portal directly to the beneficiaries.

4-A. *[deleted]*

5. CONDITIONS OF ELIGIBILITY

5.1 General Conditions for both pre-matric and post-matric scholarship schemes:

- (i) The scholarships are open to nationals of India only.
- (ii) The students having less than 40% disability (Certified by competent medical authority of the state Governments/UTs.) are not eligible.
- (iii) Not more than two disabled children of the same parents will be entitled to receive benefits of the scheme. Provided in case the second child is a twin, the scholarship under this scheme will be admissible to both the twins.

- (iv) Scholarship for studying in any class will be available for only one year. If a student has to repeat a class, she / he would not get scholarship for that class for a second (or subsequent) year.
- (v) A scholarship holder under this scheme 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, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the date he/she accepts another scholarship/stipend. The student can however, accept free lodging or a grant or ad-hoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- (vi) Scholarship holders who are receiving coaching in any of the pre-examination training centres with financial assistance from the Central Government/ State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.

✓
5.2

She/he should be a regular, full time student studying in class IX or X in a Government school or in a school recognized by Govt. or by a Central/State Board of Secondary Education. ■

5.3 For post-matric scholarship -

- (i) These scholarships will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized institutions with the following exceptions:

"Scholarships are not awarded for training courses like Aircraft Maintenance Engineer's Courses and Private Pilot license Courses. Courses at Training - Ship Dufferin (Now Rajendra), courses of training at the Military College, Dehradun, courses at Pre-examination Training Centres of all India and State levels."

- (ii) Only those candidates who have passed the Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education will be eligible.
- (iii) Courses at the level of post-graduate degree/diploma/ certificate are also covered under this scheme.
- (iv) Candidates 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.
- (v) Students who are pursuing two different courses of study simultaneously can avail the scholarship for any one course only provided pursuance of such courses are permissible under the rules/regulations of the Educational Authority concerned.
- (vi) Students studying in Class XI of the Higher Secondary School courses of the XII Class of the Multipurpose High School will not be eligible for it being a continuous school course. However, in cases where Xth class examination of such courses is treated as equivalent to Matriculation and students who after passing Xth class join other courses, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- (vii) Students who after failing or passing the under graduate examinations in Arts/Science/Commerce join any recognized professional or Technical certificate/diploma/degree courses will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except courses in Group-I.

- (viii) Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education.
- (ix) Employed students whose income combined with the income of their parents/guardians does not exceed the maximum prescribed income ceiling are made eligible to post-matric scholarships to the extent of reimbursement of all compulsorily payable non-refundable fees.

Note 1: It is mentioned under para 5.3(i) (conditions of eligibility) above, of this scheme that the scholarship will be given for the study of all recognised post-matriculation or post-secondary courses pursued in recognised institutions, the list of courses grouped (I to IV) is only illustrative and not exhaustive. The State Governments/Union Territory Administrations are, thus, themselves competent to decide the appropriate grouping of courses at their level.

6. ANNUAL PARENTAL/GUARDIAN'S INCOME

Scholarship will be paid to the students whose parents/ guardians' income from all sources does not exceed Rs. 2,00,000/- (Rupees two lakh only) per annum in case of Pre-matric scholarship scheme and Rs.2,50,000/- (Rupees two lakh fifty thousand only) per annum in case of Post-matric scholarship scheme.

NOTE 1: So long as either of the parents is alive, only income of the parents, as the case may be, from all sources has to be taken into account only and of no other member even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents have died, the income of the guardian who is supporting the student in his/her studies has to be taken. Such students whose parent's income is affected due to unfortunate death of one of earning parents and resultanty comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

Pre-Matric
Rs. 2,00,000 (L)
Post-Matric
Rs. 2,50,000 (L)

NOTE 2: Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year.

Note 3: Income Ceiling would be revised once in every two years linking it with Consumer Price Index for Industrial Workers for the month of October of the year, preceding the year of revision and will be made effective from April.

7. VALUE OF SCHOLARSHIPS

7.1 Pre-matric Scholarship:

The value of Pre-matric scholarship includes the following for complete duration of the course:

- (i) Scholarship and other grant;
- (ii) Allowances, and

(i) Rates of Scholarship and Grant:

Items	Day Scholars	Hostellers
Rate of Scholarship (in Rs. Per month) payable for 10 months in an academic year.	350	600
Book and adhoc grant (Rs. Per annum)	750	1,000

(ii) Allowances:

Allowances	Amount (in Rs.)
a) Monthly Reader Allowance for Blind students	160
b) Monthly Transport Allowance, if such students do not reside in the hostel which is within the premises of the Educational Institution.	160
c) Monthly Escort Allowance for Severely Disabled (i.e. with 80% or higher disability) Day Scholars/Students With low extremity disability	160

350
 750
 1100
 480
 1580
 240
 1820
 160
 1980

d) Monthly Helper Allowance admissible to any employee of the hostel willing to extend help to a severely orthopaedically handicapped student residing in the hostel of an Educational Institution who may need the assistance of a helper.	160
e) Monthly Coaching Allowance to Mentally Retarded and Mentally ill Students	240

7.2 Post-Matric Scholarship:

The value of Post-matric scholarship includes the following for complete duration of the course:-

- (i) Maintenance allowance,
- (ii) Additional allowance for students with disabilities, for the complete duration of the course, and
- (iii) Reimbursement of compulsory non-refundable fees,
- (iv) Study tour charges,
- (v) Typing/printing charges for preparing Reports/projects,
- (vi) Book allowance for students pursuing correspondence courses,
- (vii) Book bank facility for specified courses,

The details are as follows:

(i) Maintenance allowance

Groups	Rate of Maintenance allowance (in Rupees per month)	
	Hostellers	Day Scholars
Group I All PG Degree/Diploma Course recognised by UGC in any discipline. All Bachelor's Degree courses in Medicine (Allopathic, Indian and other recognized systems of medicines), Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary &	1200	550

Allied Sciences, Management, Business Finance /Administration, Computer Science/ Applications.		
Group II Professional Courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B. Pharma), LLB, BFS, other para-medical branches like Rehabilitation, Diagnostics etc., Mass Communication, Hotel Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition & Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2).	820	530
Group III All other courses leading to a graduate degree not covered under Group I & II e.g. BA/B Sc/B Com etc.	570	300
Group IV All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.	380	230

(ii) Additional Allowances depending on disabilities of the student

A. **Reader Allowance for blind Scholars:** Rs.240/- per month for all the groups of courses.

B. **Transport Allowance:** Rs.160/- per month for disabled students, if such students do not reside in the hostel, which is within the premises of educational institution. The disability as per the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 is defined as blindness, low-vision, leprosy-

cured, hearing impairment, locomotors disability, mental retardation and mental illness.

- C. **Escort Allowance:** Rs.160/- per month for severally handicapped day scholar students with low extremity disability.
- D. **Special Allowance:** Rs.160/- per month is admissible to any employee of the hostel willing to extend help to a severely orthopedically handicapped student residing in hostel of an educational institution, who may need the assistance of a helper.
- E. **Coaching Allowance:** Rs.240/- per month towards extra coaching to mentally retarded and mentally ill students.

The provisions in (B) to (D) will also apply to such leprosy-cured students.

(iii) Reimbursement of compulsory non-refundable fees

Scholars will be paid enrolment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposits like caution money, security deposit will, however, be excluded.

Note : Compulsory non-refundable fee charged by recognized institutions against free and paid seats of recognized courses can be fully reimbursed as per the fee structure approved by the competent State/Central Government authority.

(iv) Study Tour Charges

Study tour charges up to a maximum of Rs.1600/- per annum, limited to the actual expenditure incurred by the student on transportation charges etc. will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

(v) Typing/printing charges for preparing Project Reports/Thesis

Project Reports/Thesis typing/printing charges up to a maximum of Rs.1600/- will be paid to research scholars on the recommendation of the Head of the Institution.

(vi) Book Allowance for Students pursuing Correspondence /Distance Education Courses

The students pursuing such courses are also eligible for an annual allowance of Rs.1200/- for essential/prescribed books, besides reimbursement of course fees:

(vii) Book Banks

1. Book Banks are to be set up in all Institutes where disabled students are in receipt of Post Matric Scholarship. Normally, one set of text books will be purchased for two disabled students in the same category. However, in case two students of the same type of disability or group of course are not available, one set of books may be allowed for one such student also. Separate set of books shall be purchased for different type of disability of the student.
2. The details of courses covered for setting up of Book Banks, ceiling of admissible expenditure per set of books are given below:

S. No.	Courses	Ceiling per set (or actual cost whichever is less) (In Rupees)
1.	Post Graduate Degree/Diploma courses recognised by UGC in any discipline. Degree courses in Medical/Engineering	7,500
2.	Degree courses in Veterinary	5,000
3.	Degree courses in Agriculture	4,500
4.	Polytechnics and other courses	2,400

3. The Institutions will be encouraged to set up IT-enabled libraries for the benefit of the students.
4. For storage of books and contingencies etc., the cost of steel almirah for storing books of each Book Bank including contingencies like transportation etc. the following expenses are admissible:
 - i. Rs. 2000 or actual cost whichever is less.
 - ii. 5% of the grant may be earmarked for expenses on binding, stitching etc.

Note : The said sets of books also include Braille Books, Talking Books, Cassettes for the visually Handicapped students.

The Book Banks are to be set up in all the recognized colleges/institutions where these courses are being offered as recognized courses.

Purchase of books for these Book Banks will be restricted to the prescribed text books for the entire courses.

The State Governments may constitute Expert Groups consisting of members from selected colleges/educational institutions of different regions to decide the adequate number of text books in a set (not reference books) required for each course.

The life period of one set of books has been fixed at 3 years. Thereafter, the books may be disposed of by the institutions in the same manner as the books in the library subject to the guidelines, if any, of the State Government/UT Administration in this regard.

These books are to be supplied to disabled students in instalments, depending on the course, semester structure etc.

The following rules shall govern the distribution of books to the students:

- (i) Each Disabled student will be provided with an identity card for this purpose.
- (ii) Each Disabled student will be required to submit requisition for borrowing books from the Book Bank in a form to be provided for this purpose.

- (iii) The books would be returned to the Book Bank at the end of each term. The Principal of the college/institution will make every effort to ensure that those students who complete their course or those who drop out in the middle, return the books belonging to the Book Bank
- (iv) It is the responsibility of the student concerned to maintain the books supplied to them from the Book Bank, in good condition.
- (v) Any case of loss or damage to the books would attract penalty. In case of serious damage or loss of books, the student concerned will have to bear the cost of the book.

7.3 Aids and Assistive Devices:

In addition to the amount of scholarship and allowances as provided above, the selected candidates for both the schemes of pre-matric and post-matric scholarship scheme can be sanctioned grants for purchase of aids and assistive devices under the ADIP scheme being run by the Department of Empowerment of Persons with Disability.

7.4 General Conditions:

- (i) Normally the term 'Hostel' is applicable to a common residential building and common messes for the students run under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University/Institute, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence, as he/she is unable to get accommodation in the school/college hostel should be furnished by the Head of the Institution.

- (ii) It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5(five) students living together, usually with common mess arrangements.
- (iii) Scholars who are entitled to free board and/or lodging will be paid maintenance charge at 1/3rd at hostellers' rate.

8. DURATION AND RENEWAL OF AWARDS

- (i) The award once made will be tenable from the stage at which it is given to the completion of course subject to good conduct and regularity in attendance. It will be renewed from year to year provided that within a course which is continuous for a number of years, the scholar secures promotion to the next higher class irrespective of the fact whether such examinations are conducted by a University or the Institution.
- (ii) If a Disabled scholar pursuing Group I courses mentioned in para 7.2 (i) above, (in case of post-matric scholarship) fails in the examination for the first time, the award may be renewed. For second and subsequent failure in any class, the student shall bear his/her own expenses until, he/she secures promotion to the next higher class.
- (iii) If a scholar is unable to appear in the annual examination owing to illness and or on account of any other unforeseeable event, the award may be renewed for the next academic year on submission of medical certificate and/or other required sufficient proof to the satisfaction of the Head of the Institution and his/her certifying that the scholar would have passed had he appeared in the examination.
- (iv) If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

9. OTHER CONDITIONS

- (i) The scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarships or stop or withhold further payment for such period as it may think fit.
- (ii) If a student is found to have obtained a scholarship by false statements, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the Department of Empowerment of Persons with Disability, Government of India. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
- (iii) A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded.
- (iv) A scholar is liable to refund the scholarship amount at the discretion of the Deptt. of Empowerment of Persons with Disabilities, Government of India, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- (v) Maintenance allowance is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year (including maintenance allowance during holidays), provided that if the scholar secures admission after the 20th day of a month, the amount will be paid from the month following the month of admission. In case of pre-matric scholarship maintenance allowance shall be payable only up to ten months in an academic year.

- (vi) In case of renewal of scholarships awarded in the previous years, maintenance allowance will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.
- (vii) Scholarship will not be paid for the period of internship/housemanship in the M.B.B.S. course or for a practical training in other courses if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

10. NUMBER OF SCHOLARSHIPS AND RESERVATION FOR GIRLS

- a) Number of Pre-matric scholarships to be sanctioned every year is 46,000 (forty six thousand) only.
- b) Number of Post-matric scholarships to be sanctioned every year is 16,650 (sixteen thousand six hundred fifty) only.
- c) The number of slots of scholarships as mentioned above will be distributed among all the States and Union Territories of India. The no. of slots available to any State/UT is decided on the basis of percentage of population of PwDs of that State/UT in comparison to the total PwD population of India.

Provided that in case the numbers of scholarships so allocated to a State/UT are not fully utilized, due to non-availability of eligible candidates, the unutilised slots shall be allocated amongst the other States/UTs where the number of eligible candidates is much more than the slots allocated to that State/UT.

The No. of scholarships allocated to each of the State/UT is shown in Annexure I.

- d) 50% of the total scholarships available each year shall be reserved for girl candidates. However, in case adequate number of girl candidates are not available or not found eligible as per the terms and conditions of the scheme, the unutilized slots can be utilized by selecting suitable male candidates.

11. PUBLICITY OF THE SCHEME & INVITING APPLICATIONS

The scheme will be advertised at the appropriate time and will be suitably publicised through media and website to bring it to the notice of the target group.

11-A. [deleted].

12. PROCEDURE OF APPLICATION AND SELECTION

- a) The Department of Empowerment of Persons with Disabilities will announce the details of the scheme and invite applications by issuing an advertisement in the leading newspapers and through the websites and other media outfits. Applications will be called for through National e-Scholarship Portal (www.scholarships.gov.in).
- b) The applicants should submit their application through the on-line system within the last date prescribed for receipt of applications. All requisite documents like photograph, proof of age, disability certificate, income certificate of the parent, etc. duly filled in the prescribed format will be required to be uploaded in the on-line system.
- c) The institutions in which the candidate is studying shall also register itself in the same website and verify the details provided by the candidates. The nodal officer nominated by the State shall oversee all the applications and process the same the State Government who shall forward the final list in PFMS portal for disbursement of scholarship amount to the beneficiaries.
- d) Final selection will be done by the Department of Empowerment of Persons with Disabilities based on the recommendations of the concerned Department of the State Government considering, inter alia, the no. of slots available to that particular State. The no. of slots available to any State is decided on the basis of percentage of population of PWDs of that State in comparison to the total PWD population of India.
- e) In case a candidate is a permanent resident of one State but studying in another State, his application will be considered under the slot of his home State and his application needs the recommendation of the Education/Welfare Department of the State of which he is a permanent resident.
- f) **Merit Criteria for Selection:** The following factors will be taken into consideration:
 - (i) Fulfillment of eligibility conditions as given in the scheme.
 - (ii) Recommendation of the State Education Department.
 - (iii) No. of slots available to the State.
 - (iv) Merit of the candidate in terms of percentage of marks obtained in the qualifying examination.

- (v) In case of a tie in percentage of marks, the percentage of disability will be considered i.e. the candidate with higher percentage of disability will get preference. In case there is still a tie, the age will be considered i.e. the older candidate will get preference.

12-A. [deleted]

13. MODE OF DISBURSAL OF SCHOLARSHIP

The scholarship amount will be directly credited into the account of the beneficiaries through PFMS system by the Department of Empowerment of Persons with Disabilities.

13-A. [deleted]

14. MONITORING

- a) Monitoring of the scheme will be done by the Department of Empowerment of Persons with Disabilities through the on-line portal.
- b) The State Government shall ensure that list of beneficiaries, with necessary particulars, are maintained district-wise, and category-wise.

15. ADMINISTRATIVE EXPENSES:

In order to implement the scheme the following administrative expenses are likely to be involved –

- a) [Deleted]
- b) [Deleted]
- c) Engagement of manpower at the Department for execution of the project. As the magnitude of data to be entered and processed would be enormous and the scheme gets implemented over the years there would be a need to engage qualified skilled personnel right from the beginning to ensure the data base of computerized systems are operational.
- d) Publishing advertisements and other publicity materials to generate awareness among the targeted beneficiary group.

In order to meet the above expenditure or any other expenditure incidental to implementation of the scheme, a provision of not exceeding 3% of the total budget shall be kept as administrative expenditure.

GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT D.SPUR

ORDERS BY THE GOVERNOR
NOTIFICATION

No. SWD.390/2009/15: The Governor of Assam is pleased to constitute the Dist. Level Selection Committee for implementation of the scheme for un-employment Allowance to Persons with Disabilities with the following Persons:-

- | | |
|---------------------------------------------------------------------------------|--------------------|
| 1. The Deputy Commissioner of the District : | Chairman |
| 2. The Joint Director, Health Services | Member |
| 3. One Orthopedician to be nominated by the Joint Director, Health Services | Member |
| 4. One E.N/T Specialist to be nominated by the Joint Director, Health Services. | Member |
| 5. One Eye Specialist to be nominated by Joint Director, Health Services. | Member |
| 6. One representative of a Prominent N.G.O to be nominated by the Chairman | Member |
| 7. District Social Welfare Officer | Member -Secretary. |

The Terms of Reference of the Committee are given below:-

1. The Committee should meet at least once in every 6 (six) months
2. The function of the committee shall be as under:-
 - a) To Select and approve the list of beneficiaries submitted by the concerned District Social Welfare Officer, after proper scrutiny.

J. one
Commissioner & Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

Dated, Dispur, the 8th April/2010

Memo No. SWD.390/2009/145-A

Copy to:-

1. P.S to Minister, Social Welfare Department for information of the Hon'ble Minister, Social Welfare.
2. The P.S to Commissioner & Secretary, Social Welfare Department for information.
3. The Director, Social Welfare Assam, Ujanbazar, Guwahati-1. with ref. to his letter No.DSW(G)119/2009/20, dtd.15-3-2010.
4. The Deputy Director, Assam Govt. Press Bamunimaidam, Guwahati-21 for publication of the above notification in the extra ordinary gazettee. Assam wed fresh 150 copies of the same to the undersigned.
5. Person concerned.

By order etc,

[Signature]
Deputy Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

GUIDELINES FOR UNEMPLOYMENT ALLOWANCES TO PERSONS WITH DISABILITY.

Introduction:- Apart from UNOs declarations and resolutions pertaining to Persons with Disabilities, India is also a Signatory to the proclamation on the Full Participation and Equality of people with Disability in the Asian and Pacific Region adopted in the meeting held at Beijing on 1st to 5th Dec' 1992 to launch the Asia and Pacific Decade of Disabled persons (1993 to 2002). In a follow up to the aforesaid proclamation, in the 46th year of the Republic of India, the parliament enacted THE PERSONS WITH DISABILITIES (EQUAL OPPORTUNITIES, PROTECTIONS OF RIGHTS AND FULL PARTICIPATION)ACT, 1995

Chapter-VI the Act provides for appropriate action to be taken by every State Govt. for extending employment facilities to Persons with Disabilities and Chapter-XIII provides for Social Security measures to be undertaken by appropriate Govt. for rehabilitation of all Persons with Disabilities, Section 68 of chapter-XIII provides that the appropriate Govt. shall within the limits of their economic capacity and development, shall by Notification frame a scheme for payment of an unemployment allowance to person with disabilities registered with the Special Employment Exchange for more than two years and who could not be placed in any gainful occupation.

The State Govt. of Assam has taken necessary steps/measures to implement all the clauses of the Act and in a run up to the process of implementation of the Act, the Govt. of Assam has decided to launch a scheme of **Unemployment Allowances to person with disabilities from the current year**

Scope and Benefit of the Scheme:-

The P.D Act envisages non discrimination of persons with disabilities in having access to basic facilities of life including employment. Unemployment problem among persons with disabilities is quite alarming as it is in case of able bodies persons. Through this scheme attempts will be made to cover persons with disabilities whose extent of disability is 40% and above and is registered in the special employment exchange specifically notified for the persons with disabilities as well as those registered in the general employment exchanges. An amount of Rs.500/- P.M shall be admissible to each of the selected unemployed persons with disabilities. Thus the Goal sought to be achieved through the scheme is to full the responsibility of the

in implementation of relevant clause of the Act, thereby give solace to unemployed persons with disabilities.

Implementation Mechanism:-

1. Names of Unemployed Persons with disabilities will be obtained from Special Employment Exchanges as well as general Employment Exchanges of the state by respective D.S.W.Os.
2. The D.S.W.Os will examine and scrutinize the list of candidates received from the Employment Exchanges. After scrutiny of the list of candidates the D.S.W.O shall convene meeting of the District Level Selection Committee for selection of eligible candidates, which would be constituted and notified by Govt. The constitution of the District Level Selection Committee will be as follows:-

- | | |
|-----------------------------------------------------------------------------------------------|--------------|
| 1. The Deputy Commissioner of the District :- | Chairman. |
| 2. The Jt. Director Health Service of the District :- | Member. |
| 3. One Orthopedician to be nominated by the
Jt. Director of Health Service of the Dist. :- | Member |
| 4. One E.N.T. Specialist to nominated by
Joint Director Health Service. | Member |
| 5. One Eye Specialist to be nominated by the :-
Jt. Dir. Health Service | Member |
| 6. One representative of a prominent N.G.O to be
nominated by the Chairman | Member |
| 7. District Social Welfare Officer :- | Member Secy. |

The Director Social Welfare Assam shall communicate to the concerned Dy. Commissioner and District Social Welfare Officer District wise Physical and Financial Target.

Eligibility Criteria:-

The following category of person with disability shall be eligible to gate benefit under the scheme

A Person who is :-

- a. Totally blind (total absence of sight)
 - b. Persons having visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses.
 - c. A person having limitation of the field of vision, subtending an angle of 20 degree or worse.
2. A person who is leprosy cured.
 3. A person having hearing impairment.
 4. A Person having locomotors disability.
 5. A person with mental retardation.
 6. The maximum age of the persons with disability should be 46 years and minimum age is 18 years.
 7. Selected candidates will have to furnish disability certificate/card issued by concerned District Medical Board. Only persons whose extent of disability is 40% and above shall be eligible for selection.

After district level selection committee selects and approves list of eligible person with disability the concerned District Social Welfare Officers will forward the approved list of candidates to Director Social Welfare Assam for accordance of necessary sanction and release of fund.

On receipt of the select list from districts, the Director, Social Welfare shall accord necessary sanction and release fund to District Social Welfare Officers on the basis of District wise physical and Financial Targets.

-@@@@-

প্রতিবন্ধী ব্যক্তির বাবে নিবনুৱা ভাত্তা আবেদন পত্ৰ

(১৮ বছৰৰ পৰা ৪৬ বয়সৰ প্ৰতিবন্ধী লোকৰ বাবে)

১৭

- ১) আবেদনকাৰীৰ নাম :
- ২) পিতাৰ নাম :
- ৩) সম্পূৰ্ণ ঠিকনা :
 - (ক) গাওঁ/চহৰ :
 - (খ) ডাকঘৰ :
 - (গ) গাওঁপঞ্চায়ত/পৌৰ নিকায় :
 - (ঘ) উন্নয়ন খণ্ড :
 - (ঙ) জিলা :
- ৪) শ্ৰেণী :
 - (ক) সাধাৰণ / অনুসূচিত জাতি / অনুসূচিত জনজাতি (প্ৰমাণ পত্ৰ দিব)
- ৫) আবেদনৰ তাৰিখত আবেদনকাৰীৰ বয়স :

(বয়সৰ প্ৰমাণ পত্ৰ হিচাপে বিদ্যালয়ৰ
প্ৰমাণ পত্ৰ/ এডমিট কাৰ্ড/ভেটাৰ
তালিকাৰ সত্য প্ৰমাণিত প্ৰতিলিপি জমা
দিব লাগিব)
- ৬) আবেদনকাৰীৰ চিনাক্তকৰণৰ বাবে শৰীৰত থকা চিহ্ন :
- ৭) আবেদনকাৰীৰ বছৰেকীয়া উপাৰ্জনৰ পৰিমাণ :

(চক্ৰ বিঘাৰ পৰা লব লাগিব)
- ৮) নিয়োগ বিনিময় কেন্দ্ৰৰ পঞ্জীভুক্ত নম্বৰ :
- ৯) প্ৰতিবন্ধীৰ প্ৰমাণ পত্ৰ :

(জিলা স্বাস্থ্য বৰ্ডৰ দ্বাৰা প্ৰমাণিত)

থানা :

আবেদনকাৰীৰ সাক্ষৰ/টিপছহী

27

SCHEME FOR
ALLOWANCE TO FAMILY WITH DISABLED CHILDREN

(I) INTRODUCTION:-

United Nations Convention on Disability makes a significant departure. It refers to persons with disabilities as among those who have long-term physical mental intellectual or sensory impairment which interaction with various barriers may hinder their full and effective participation in society on an equal basis with others. Society can no longer shirk its responsibilities by conveniently ignoring or excluding Persons with Disabilities. There is no theme versus disability. It is for us to build society that is inclusive, that respects human diversity and reverses the dignity of each individual. It just takes the right attitude.

The National trust for the welfare of Persons with Autism, Cerebral palsy, Mental retardation and multiple disability Act 1999 was passed to ensure such objective as enabling Persons with Disabilities to live as independently and fully as possible to provide them necessary support and to help those who don't have family support.

Objective & Goal:-

The main objective of the scheme is to give some sort of solace to parents having disabled child by easing their financial burden for upkeep of their disabled child. The ultimate goal of the scheme is to enthuse the parents to accept assistance from Govt. and civil societies and have the mental satisfaction feeling of thought that her disabled child is given attention by Govt. and society.

Target:-

An amount of Rupees 500/- per month is fixed for each parents/ Guardians having children with disability.

Eligibility criteria:-

Parents /Guardians belonging to below poverty line group having child /children where disabled falls under following category as given under Sec I of National Trust Act,1999.

- I. Cerebral Palsy.
- II. Autism.
- III. Multiple Disability.
- IV. Mental Illness.
- V. Mental retardation.

Maximum Age of Children below 18 years and minimum Age 5 years

Selected Children will have to furnished certificate issued by District Medical Board, having extent of disability 40% and above.

Guardianship Certificate issued by local level committee constituted under National Trust Act. for those children who have no parents. But have guardians should produce along with application.

Implementation of Mechanism:-

I. An advertisement shall be brought out by the Directorate of Social welfare in local dailies invites applications from guardian / person and submit the application in the respective District Social Welfare Officer's.

II. The District Social Welfare Officer will examine and scrutinized all testimonial documents as above criteria's. Place the application before the selection committee to be constituted by the Govt. as follows:-

- (1) The Deputy Commissioner _____ Chairman.
- (2) The District Social Welfare Officer _____ Member Secretary.
- (3) Joint Director Health service _____ Member.
- (4) 1 representative of NGOs' nominated by Chairman _____ Member.
- (5) One Child specialist Pediatrician _____ Member.

to be nominated by Joint Director Health Service .

The Director of Social welfare shall communicate annual Physical and financial target for 2009-2010. to the District Social Welfare Officer under intimation to Chairman. Application format enclosed at Annexure-"A".

(6) 27

Guidelines for Rehabilitation Grant to Physically Handicapped Persons:

Introduction:- As per 2011 census report there are 4,80,065/- nos. persons with disabilities in the state of Assam. All these disabled persons have the right to live in a peaceful way as the normal people living in the civil society with dignity and self respect, because they are also living in the same society as they are the part and parcel of the society. Therefore, they need to be empowered to make them equal to normal people in order to cause development to the country and its people without discrimination. Accordingly, Govt. of Assam, Social Welfare Department has undertaken a scheme to empower and self employment of the un-employed persons with disabilities which is named as "Rehabilitation Grant to Physically Handicapped Persons" @Rs.10,000/- only for one time grant.

OBJECTIVES:-

The objectives of the scheme are as follows:-

- To support persons with disabilities with financial assistance for self development and empowerment.
- To create self employment opportunities for un-employed persons with disabilities.
- To promote a positive image of people with disabilities in society.
- To create opportunity for the development of their artistic and creative potential.

Eligibility criteria:-

The following category of persons with disability shall be eligible to get benefit under the scheme.


- (a) A person who is an un-employed having 40% and above hearing impairment.
- (b) A person who is an un-employed having 40% and above visually impairment.
- (c) A person who is an un-employed having 40% and above speech impairment.
- (d) A person who is an un-employed having 40% and above locomotors disabilities.
- (e) A person who is an un-employed having 40% and above leprosy cured.
- (f) A person who is an un-employed having 40% and above mental retardation.

- (g) A person who is an un-employed having 40% and above permanent disability (fluoride affected).
- (h) The maximum age of the person with disability should be 46 years and minimum age is 18 years.

Implementation of the Scheme:-

- The District Social Welfare Officers will bring out a advertisement in respect of their own district through daily news papers to invite individual applications from eligible persons who are willing to apply for one time rehabilitation grant
- The applicant should submit his/her application to the concerned District Social Welfare Officer along with following documents.
 - (a) Project estimate for skill development/ rehabilitation.
 - (b) Photocopy of disability certificate.
 - (c) Photocopy of age proof certificate.
 - (d) Photocopy of certificate/diploma of educational qualification etc.
 - (e) Photocopy of age proof certificate from any Govt. register Doctor/ Educational institute etc.
- The District Social Welfare Officer will examine & scrutinize all relevant documents received from the applicants. After scrutiny of applications, the District Social Welfare Officer shall convene meeting of the District Level Selection Committee which will be constituted and notified by the Govt. The constitution of the District Level Selection Committee will be as follows:

a. Deputy Commissioner:	Chairperson.
b. Joint Director, Health Services:	Member
c. District Social Welfare Officer:	Member Secretary.
- The District Social Welfare Officers will place the beneficiary list before the District Level Selection Committee for selection and approval of eligible applicants.
- After that the District Social Welfare Officer will forward the minutes of the meeting alongwith approved physical & financial target to the Director, Social Welfare, Assam for accordance of necessary sanction and release of fund etc.


 Director,
 Social welfare, Assam
 Uzanbazar, Guwahati-1

Standard Operating Procedure for Rescue Treatment and Rehabilitation of Homeless mentally ill Persons.

This Standard Operating Procedure is meant only for wandering/ loitering Homeless mentally ill persons. The police officer before rescuing such a person should satisfy himself that the person's relatives are not known and the person rescued is not known to him personally.


The following procedure will be followed for rescue treatment and rehabilitation of homeless mentally ill persons:-

1. The police who will identify / receive information of Homeless Mentally ill person or persons shall call "108 Mritunjoy-GVK-EMRI" services for transportation to the notified hospital with facilities for psychiatric evaluation. The said hospital will provide proper treatment to the person and through their Ambulance send the patient for appearance before the Magistrate for reception order and on receipt of reception order the person or persons shall be shifted back to the hospital. In case of inter-district transfers, 102 services will become operational. The Police must accompany the person throughout this process.
2. The Superintendent of the Hospital where the Homeless mentally ill person is taken will mark a copy of the reception order to the District Social Welfare Officer (Nodal Officer) who will inform the designated NGOs. The Nodal Officer i.e. DSWO will issue an authority letter to the concerned designated NGO for care & protection of the said homeless mentally ill person.
3. The designated NGOs shall keep two volunteers (one male and one female) in readiness in the notified Civil Hospital for attending to the homeless mentally ill patient.
4. When the patient is admitted in the hospital, the volunteers of the NGO shall attend to his needs along with hospital attendants.
5. On discharge from the hospital, the volunteer of the NGO will take the patient to the Halfway Home of the NGO for further recovery and

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rehabilitation. With the discharge order, there will be another written order, where the Superintendent of the Hospital will transfer the patient under the care & protection of the designated NGOs. The said order will carry the signature of the Superintendent of Hospital, the Nodal Officer & the designated NGO.

6. Suitable grants will be provided by Social Welfare Department to the designated NGOs for the purpose.
7. Free Medicines, psychiatric counselling required by NGO for further treatment of the said patient will be met by the Health Deptt.
8. The NGOs will collect the required medicine from the notified hospitals on monthly basis through indent.
9. If the medicines are not available in the hospital at the required time the Health Department will procure and supply the same.
10. Database of the homeless mentally ill person will be maintained by the designated NGO who will communicate the same to the District Social Welfare Officer. The District Social Welfare Officer will contact NIC for displaying the same in the website of Govt. of Assam.
11. The designated NGO shall keep the homeless mentally ill person under its care & protection for a minimum period of 1 year.
12. If family link of the rescued homeless mentally ill person can be established, the patient shall be handed over to the family, following the procedure provided by Law.
13. If family link of the rescued homeless mentally ill person is not established then the designated NGO will transfer him to the permanent homes to be created by the Govt. within a time frame of 1-2 years.


Deputy Secretary
to the Govt. of Assam,
Social Welfare
Department, Dispur.

sd/-
Joint Secretary
to the Govt. of Assam,
Health & Family Welfare
Department, Dispur

GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT
DISPUR, GUWAHATI-6

OFFICE MEMORANDUM



SWD.19/2010/pt/50

Dated Dispur the 8th Jan/2013.

Sub : Issue of Disability Certificate to the Persons with Disabilities.

In pursuance of the Persons with Disabilities (Equal Opportunities, protection of Rights and Full Participation) Act, 1995 (Central Act 1 1996) and for smooth issuance of Disability Certificate it has become necessary to extend benefits to the physically challenged category of people to enable them to live with dignity and allowing them to contribute to the progress of the nation. Consequent to enactment of the PWD Act 1995, the Govt. of Assam has enacted number of policy measures to extend benefit to these physically challenged persons with a view that the declared benefits as per law and as per policy measures reach to the people. The foremost requirement by an individual belonging to physically challenged category to derive benefits from the Govt. of India & Govt. of Assam's policies is to have Disability Certificate.

With an objective of providing disability certificates with all necessary details to all the targeted citizens in the state quickly, the state Govt. has recently amended the rules regarding medical examination of the disabled persons in the state visa-vis the issuance of certificate. Now it is proposed that the following operational procedure & Steps be adopted by the concerned departments regarding issuance of certificates.

- 1) A District Level Monitoring and Evaluation Committee headed by Deputy Commissioner of the district with following members shall be constituted:

a) The Deputy Commissioner	Chairperson
b) The District Social Welfare Officer,	Member/ Secretary
c) The Sub Divisional Officer (Civil) of the District	Member
d) The Project Director, D.R.D.A	Member
e) CEO Zila Parishad	Member
f) The Joint Director, Health Services	Member
g) Representative of NGO (nominated by the Deputy Commissioner)	Member
- 2) The District Level Monitoring and Evaluation Committee will select one NGO that works for the Welfare of Disabled person or the NGO that works for implementation of the scheme of ADIP or under the registration of PWD Act, 1995.
- 3) The selected NGO will survey in the District to find out the nos. of disabled persons in different categories
- 4) That very NGO will again collect the forms from District Social Welfare Officer and distribute the forms to disabled persons.
- 5) The NGO will again collect the forms that were distributed to the disabled persons from them.

- 6) The NGO will scrutinize and examine the application forms and then they will prepare statement separately for different category of physically challenged people.
- 7) Every Tues day in the 2nd week of the Month the NGO will contact the District Social Welfare Officer & Child Development Project Officer of the concerned area and produce relevant documents as mentioned at Sl. No. 3,4,5 and 6.
- 8) The NGO, the District Social Welfare Officer & Child Development Project Officer of the concerned area & Joint Director Health Service will sit on Wednesday in the 3rd week of the Month to discuss the area in which number of disabled persons are more with a view to set up the camp.
- 9) Every last Saturday of the month, the Health Camp will be held in Educational Institution/Community Hall/Library/ Youth Club ,Civil Hospitals, PHC,CHC etc. Preference shall be given to Health Institutions.
- 10) The NGO will be responsible to bring only disabled persons who have submitted the forms for certificates. The Joint Director alongwith notified doctors required as per category of disabled persons i.e. Visually Impaired/ Hearing impaired/ Locomotor disability, mental illness etc. and the District Social Welfare Officer with his team along with the Child Development Project Officer of the concerned area shall be present at the camp. The Deputy Commissioner shall also depute a magistrate alongwith necessary security personnel for supervision.
- 11) If under any circumstance a disabled person who has submitted the form but could not attend the camp he can attend on every Friday in the 1st week of month in the district Civil Hospital for medical examination and for obtaining certificates
- 12) If the disabled persons who have submitted forms could not attend the 1st camp, the NGO may bring them to the next camp held in the district if felt necessary.
- 13) The Social Welfare Department shall provide fund of Rs. 1000.00(Rupees One Thousand) to the NGO for organising each camp.
- 14) In these Health camps the disabled persons will be examined by the notified doctors (notified by health department).
- 15) On that very day the doctors present in the camp will identify the disabled person with the percentage of the disability as per existing guideline and will issue the Disability certificate on the spot.
- 16) There will be no bar to obtaining a disability certificate by a person at any time from a notified doctor. When a disabled person approaches a Medical authority directly to obtain a Disability Certificate as per rule the Medical authority will provide a Disability Certificate within a period of one week from the date of receipt of the application and not later than one month from such date. This is as per provision of the Amendment Rule. The Medical authority will be responsible for any delay in the issuance of Disability Certificate.
- 17) The Joint Director Health Service will be the designated Public Servant for issuance of disability certificate.
- 18) The disabled person who had submitted forms but not obtained Disability Certificate due to Official Lacuna, he will appeal to the Deputy Commissioner within a period of one week after the lapse of two month by which he should have been issued a disability certificate.

from the disabled petitioner shall dispose of the appeal within a period of 15 days from the receipt of the appeal petition with a speaking order.

- 20) The Director, Social welfare, Assam will be the reviewing authority for the purpose of issuance of disability certificate . He can also review the decision of the appellate authority.
- 21) The District Level Monitoring & Evaluation Committee shall sit once in a quarter to review the performance of the issuance of disability certificates, and suggest further improvement where necessary. The committee will also submit action taken report alongwith the minutes of the meeting to the Director Social Welfare Assam, invariably, immediately after the district level meeting.
- 22) The District Social Welfare Officer will submit monthly progress report to the Director of Social Welfare indicating the number of disabilities certificates issued. The Director, Social Welfare, Assam will inform Government on the numbers of disability certificates issued.
- 23) Progress and achievement of issue of disability certificates shall be reviewed at the State Level quarterly by an evaluation and monitoring committee, which had been already constituted and notified by the Govt. and which is headed by Hon'ble Minister of Social Welfare, Assam. The committee will act. as supervising Committee. The Committee will sit once in a quarter for review and monitoring the progress of issue of disability certificate and suggest for further improvement.

Sd/-

Additional Chief Secretary to the Govt. of Assam,
Social Welfare & Health Department, etc Dispur.

Memo SWD.19/2010/pt/50

Dated Dispur the 8th Jan/2013

Copy to:-

- 1) S.O to Chief Secretary, Assam for information.
- 2) The Additional Chief Secretary, Assam.
- 3) All Principal Secretary, Assam for information.
- 4) All Commissioner & Secretary, to the Govt. of Assam for information & necessary action.
- 5) All Heads of the Department.
- 6) The Director, Social welfare, Assam. He is requested to circulate the O.M to all concerned district level / field level Officers.
- 7) Office copy.

By order etc,

Deputy Secretary to the Govt. of Assam,
Social Welfare Department, Dispur.

GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT, DISPUR

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur, the 7th March, 2013.

No. SWD.119/2010/Pt/51 : The Governor of Assam is pleased to constitute the District Level Monitoring and Evaluation Committee with the following members relating to issuance of Disability Certificate :-

- | | |
|-------------------------------------------------------------|-------------------|
| 1. Deputy Commissioner, | Chairperson. |
| 2. District Social Welfare Officer, | Member Secretary. |
| 3. Sub -Divisional Officer (Civil) of the District, | Member. |
| 4. Project Director, DRDA, | Member. |
| 5. Joint Director, Health Services, | Member. |
| 6. CEO, Zila Parishad, | Member. |
| 7. Representative of NGO (nominated by Deputy Commissioner) | Member. |

The committee will strictly oversee that the OM issued vide No. 19/2010/Pt/50, dtd. 8th Jan, 2013 is strictly followed in their districts. The committee shall sit once in a quarter to review the performance of the issuance of disability certificates and suggest further improvement where ever necessary.

Sd/-
Additional Chief Secretary
Health & family Welfare
& Social Welfare Department etc., Dispur.


Memo SWD. SWD. 119/2010/Pt/51-A

Dated Dispur, the 7th March, 2013.

Copy to:

1. The Commissioner & Secretary, Health & Family Welfare Department for information and necessary action.
2. The Commissioner & Secretary, Social Welfare Department for information and necessary action.
3. The Direction of Health Service for information.
4. The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information.
5. The P.S. to Minister, Social Welfare Department, Assam for kind appraisal of the Hon'ble Minister.
6. All Deputy Commissioners.
7. All District Social Welfare Officers.
8. All Sub -Divisional Officers (Civil).
9. All Project Directors, DRDA.
10. The Joint Director, Health Services.
11. Office copy.

By order etc,


Deputy Secretary to the Govt. of Assam
Social Welfare Department, Dispur.

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GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT
DISPUR, GUWAHATI - 6.

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur the 15 March, 2012.

No. SWD-119/2010/Pt/45 : In exercise of the powers conferred by Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (Central Act 1 of 1996) the Governor of Assam is hereby pleased to make the following rules to amend the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 2000 hereinafter referred to as the principal Rules, namely:-

Short title and commencement:-

1.

- (1) These rules may be called the **Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) (Amendment), Rules, 2011.**
- (2) They shall come into force on the date of their Publication in the Official Gazette.

Amendment of Rule 2:-

2. In the principal Rules in rule 2, after clause (l) the following new clauses shall be inserted, namely:-

(m) "certificate" of disability certificate" means a certificate issued in pursuance of clause (t) of Section 2 of the Act;

(n) "Form: means the form appended to these rules;

(o) the words and expressions defined in the Act but not defined in these rules shall have the meanings respectively assigned to them in the Act."

Substitution of Chapter II

3. In the principal Rules, for the existing chapter II, the following shall be substituted, namely:-

"CHAPTER II

DISABILITY CERTIFICATE

3. Application for issue of disability certificate:-

- (1) A person with disability desires of getting a Certificate in his favour shall submit an Application in Form 1, and application shall be accompanied by:-

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- (a) proof of residence, and
- (b) two ~~two~~ passport size photographs.

(2) The application shall be submitted to:-

- (a) a medical authority competent to issue such a certificate in the district of the applicant's residence as mentioned in the proof of residence submitted by him with the application or
- (b) the concerned medical authority in a government hospital where he may be undergoing or may have undergone treatment in connection with his disability :

Provided that where a person with disability is a minor suffering from mental retardation or any other disability which renders him unfit or unable to make such an application him, the application on his behalf may be made by his legal guardian.

4. Issue of disability certificate :-

- (1) On receipt of an application under rule 3, the medical authority shall, after satisfying himself that the applicant is a person with disability as defined in sub-clause (t) of section 2 of the Act, issue a disability certificate in his favour in Form II, Form III or Form IV as applicable.
- (2) The Certificate shall be issued as far as possible, within a week from the date of receipt of the application by the medical authority, but in any case, not later than one month from such date.
- (3) The Medical authority shall, after due examination:-**
 - (i) give a permanent disability certificate in cases where there are no chances of variation, over time, in the degree of disability, and
 - (ii) shall indicate the period of validity in the certificate, in cases where there is any chance of variation, over time, in the degree of disability.
- (4) If an applicant is found ineligible for issue of disability certificate, the medical authority shall explain to him the reasons for rejection of his application, and shall also convey the reasons to him in writing.
- (5) A copy of every disability certificate issued under these rules by a medical authority other than the Chief Medical Officer shall be simultaneously send by such medical authority to the Chief Medical Officer of the District.
(Medical Authority as defined is in Annexure -"A")

5. Review of a decision regarding issue of, or refusal to issue, a disability certificate:-

- (1) Any applicant for a disability certificate, who is aggrieved by the nature of a certificate issued to him, or by refusal to issue such a certificate in his favour, as the case may be, may represent against such a decision to the medical authority as specified in schedule "A".

Provided that where a person with disability is a minor or suffering from mental retardation or any other disability which renders him unfit or unable to

Amr

Amendment - A 4

Definitions of Medical Authority

1. In case of singular disability, a medical authority means a notified
 1st doctor working in a Govt. hospital namely Primary Health
 Centres (PHCs), Community Health Centres(CHCs) and hospitals at Sub-
 Divisional Level, District Civil Hospitals and Medical College Hospitals.
2. In case of multiple disability, a medical authority means a board
 constituted by Deputy Commissioners of the concerned District where
 Govt. specialist doctors from the concerned disciplines is to examine the
 extent of disability and certify cases of multiple disability.
3. In absence of such Govt. facilities, the State Govt. in the Social Welfare
 Department in consultation with the Finance Department shall have the
 powers to constitute State Level Medical Boards where representatives
 from Govt. / non Govt. institutions will be inducted. Such Boards
 constituted by Govt. will be allowed to use the facilities created by non
 Govt. institutions and certification of disability thereof if such facilities
 are not available with the state Govt.

[Handwritten Signature]

Commissioner & Secretary to the Govt. of Assam,
 Social Welfare Department, Dispur.

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ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur the 15 March, 2012.

No. SWD.119/2010/Pt/45 : In exercise of the powers conferred by Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (Central Act 1 of 1996) the Governor of Assam is hereby pleased to make the following rules to amend the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 2000 hereinafter referred to as the principal Rules, namely:-

Short title and commencement:-

1.

- (1) These rules may be called the **Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) (Amendment), Rules, 2011.**
- (2) They shall come into force on the date of their Publication in the Official Gazette.

Amendment of Rule 2:-

2. In the principal Rules in rule 2, after clause (l) the following new clauses shall be inserted, namely:-

(m) "certificate" of disability certificate" means a certificate issued in pursuance of clause (t) of Section 2 of the Act;

(n) "Form" means the form appended to these rules;

(o) the words and expressions defined in the Act but not defined in these rules shall have the meanings respectively assigned to them in the Act."

Substitution of Chapter II

3. In the principal Rules, for the existing chapter II, the following shall be substituted, namely:-

"CHAPTER II

DISABILITY CERTIFICATE

3. Application for issue of disability certificate:-

(1) A person with disability desires of getting a Certificate in his favour shall submit an Application in Form 1, and application shall be accompanied by:-

- (a) proof of residence, and
- (b) two recent passport size photographs.

(2) **The application** shall be submitted to:-

- (a) **a medical** authority competent to issue such a certificate in the district of **the applicant's** residence as mentioned in the proof of residence submitted **by him** with the application or
- (b) **the concerned** medical authority in a government hospital where he may be undergoing or may have undergone treatment in connection with his disability :

Provided that where a person with disability is, a minor suffering from mental retardation or any other disability which renders him unfit or unable to make such an application him, the application on his behalf may be made by his legal guardian.

4. Issue of disability certificate :-

- (1) On receipt of an application under rule 3, the medical authority shall, after satisfying himself that the applicant is a person with disability as defined in sub-clause (t) of section 2 of the Act, issue a disability certificate in his favour in Form II, Form III or Form IV as applicable.
- (2) The Certificate shall be issued as far as possible, within a week from the date of receipt of the application by the medical authority, but in any case, not later than one month from such date.
- (3) The Medical authority shall, after due examination:-**
 - (i) give a permanent disability certificate in cases where there are no chances of variation, over time, in the degree of disability, and
 - (ii) shall indicate the period of validity in the certificate, in cases where there is any chance of variation, over time, in the degree of disability.
- (4) If an applicant is found ineligible for issue of disability certificate, the medical authority shall explain to him the reasons for rejection of his application, and shall also convey the reasons to him in writing.
- (5) A copy of every disability certificate issued under these rules by a medical authority other than the Chief Medical Officer shall be simultaneously send by such medical authority to the Chief Medical Officer of the District.
(Medical Authority as defined is in Annexure -"A")

5. Review of a decision regarding issue of, or refusal to issue, a disability certificate:-

- (1) Any applicant for a disability certificate, who is aggrieved by the nature of a certificate issued to him, or by refusal to issue such a certificate in his favour, as the case may be, may represent against such a decision to the medical authority as specified in schedule "A".

Provided that where a person with disability is a minor or suffering from mental retardation or any other disability which renders him unfit or unable to

make such an application himself, the application on his behalf may be made by his legal guardian.

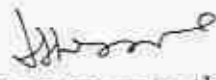
(2) The application for review shall be accompanied by a copy of the certificate or letter of rejection being appealed against.

(3) On receipt of an application for review, the medical authority shall, after giving the applicant an opportunity of being heard, pass such orders on it as it may deem appropriate.

(4) An application for review shall, as far as possible, be disposed of within a fortnight from the date of its receipt, but in any case, not later than one month from such date.

6. Certificate issued under rule 4 to be generally valid for all purpose :-

A certificate issued under rule 4 shall also render a person eligible to apply for facilities, concessions and benefits admissible under schemes of the Government and of Non-Governmental Organizations funded by the Government, subject to such conditions as may be specified in relevant schemes or instructions of Government etc, as the case may be.


Commissioner & Secretary to the Govt. of Assam,
Social Welfare Department, Dispur.


Memo No. SWD. 119/2010/Pt/45-A,

Dated Dispur, the 15 March, 2012.

Copy to:-

1. The P.P.S. to Chief Minister, Assam for kind appraisal of the Hon'ble Chief Minister.
2. The P.S. to Minister, Social Welfare Department, Assam for kind appraisal of the Hon'ble Minister.
3. The S.O. to Chief Secretary, Assam for favour of kind information of the Chief Secretary.
4. The P.S. to Commissioner & Secretary, Social Welfare Department for information of the Commissioner & Secretary.
5. All Commissioner / Secretary to the Govt. of Assam.
6. All Heads of Department.
7. All Deputy Commissioners/Sub Divisional Officer.
8. The Commissioner for Persons with Disability for information, Basistha, Guwahati-29.
9. The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1.
10. The Deputy Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 for favour of publication above notification in the next issue of Assam Gazette.
11. Personal file.

By order etc,


Deputy Secretary to the Govt. of Assam,
Social Welfare Department, Dispur.

7246
15/3

Amendment - A : 4

Definitions of Medical Authority

1. In case of singular disability, a medical authority means a notified specialist doctor working in a Govt. hospital namely Primary Health Centres (PHCs), Community Health Centres(CHCs) and hospitals at Sub-Divisional Level, District Civil Hospitals and Medical College Hospitals.
2. In case of multiple disability, a medical authority means a board constituted by Deputy Commissioners of the concerned District where Govt. specialist doctors from the concerned disciplines is to examine the extent of disability and certify cases of multiple disability.
3. In absence of such Govt. facilities, the State Govt. in the Social Welfare Department in consultation with the Finance Department shall have the powers to constitute State Level Medical Boards where representatives from Govt. / non Govt. institutions will be inducted. Such Boards constituted by Govt. will be allowed to use the facilities created by non Govt. institutions and certification of disability thereof if such facilities are not available with the state Govt.

[Handwritten Signature]

Commissioner & Secretary to the Govt. of Assam,
Social Welfare Department, Dispur.

15/12

GUIDELINES FOR PROVIDING FINANCIAL ASSISTANCE TO PHYSICALLY CHALLENGE PERSONS FOR SKILL DEVELOPMENT

1. Introduction:

During the Financial Year 2015-2016, a new scheme for "Financial Assistance @ 10,000/- each to physically Challenged Persons for Skill Development (295 Persons per LAC)" is introduced under State Specific Scheme for skill development of physically challenged persons. The disabled persons have the right to live with dignity and self-respect as normal people as they are part and parcel of the civil society. They need to be empowered for skill development to ensure self-dependence.

2. OBJECTIVES:

The objectives of the scheme are as follows:-

- a. To support persons with disabilities with financial assistance for pursuing skill development in the chosen field.
- b. To create self-employment opportunities for un-employed persons with disabilities.
- c. To promote a positive image of people with disabilities in society.
- d. To create opportunity for the development of their artistic and creative potential.

3. Target:

295 beneficiary per LAC.

4. Eligibility criteria:

The following category of persons with disability shall be eligible to get benefit under the scheme.

- a. An unemployed person with hearing impairment, speech impairment, visual impairment and locomotor disabilities shall get benefit under the scheme.
- b. An unemployed person with mental retardation, mental illness, leprosy cured, permanent disability (fluoride affected) shall also get benefit under this scheme.
- c. The maximum age of the person with disability should be 45 years and minimum age is 18 years.

5. Documents to be submitted:

1. Disability Certificate issued from a competent authority.
2. Age proof Certificate from Registrar Birth and Death/Matriculation Certificate or HSLC certificate issued by Educational Boards or Educational Institutions/Registered Doctor's certificate in case where school leaving certificates are not available.
3. Un-employment Certificate from Employment Exchange Officer.
4. Project estimate for skill development indicating the following trades:
 - a) Weaving and working in agriculture
 - b) Binding of files

- c) Bamboo and cane works
 - d) Sewing clothes bags
 - e) Doll Making
 - f) Painting in papers, cloths, mud.
 - g) Flower Making
5. Certificate/Diploma of educational qualification (if available).

6. Implementation Mechanism ::

- a. The Director Social Welfare, Assam will bring out an advertisement through daily news papers to invite applications from eligible persons who are willing to apply for one time grant under the Scheme. The advertisement should indicate that the applicants shall apply in the office of the concerned District Social Welfare officer with all relevant papers/documents as indicated in the guidelines.
- b. The District Social Welfare Officers will also give wide publicity through District Information and Public Relation Officer (DIPRO) and through Gaon-Panchayat / Anchalik Panchayats / Zila Parishads / Circle Officers / Child Development Project Officers (CDPOs) / MLAs and MPs and through Departmental Website.
- c. Application form will be made available in the office of the concerned District Social Welfare Officer.
- d. Applications will be received LAC wise and send it to LAC level scrutiny committee for verification by District Social Welfare Officer.
- e. The LAC wise selection committee will scrutinize and verify the applications and prepare the list of beneficiaries as per target and as per guideline and forward the same to District Social Welfare Officer for further necessary action.
- f. On receipt of the list of selected beneficiaries along with all required documents, the District Social Welfare Officer will convene the district level selection committee meeting and ensure that all documents are submitted including bank account numbers. The District Level Selection Committee will finally approve the select list of beneficiaries and forward the same alongwith the minutes of the meeting to Director, Social Welfare in both soft and hard copy.
- g. The Director, Social Welfare Assam will submit the proposal for sanction to the Govt. Administrative Department based on the list of beneficiaries, physical and financial target. Accordingly the Govt. will verify the same and process according to the norms.

- h. On receipt of sanction, the Director, Social Welfare will move the Govt. for issue of fixation of ceiling (FOC).
- i. Grants will be disbursed through the individual bank accounts of the beneficiaries.
- j. The Director, Social Welfare, Assam shall submit progress report along with utilization certificate to the Govt. at the end of financial year.
- k. In case one LAC is spread over two or more districts then respective district level committees will co-ordinate with one another to maintain the target fixed per LAC while preparing the final select list of beneficiaries for the particular LAC in order to avoid complicity in implementation.

The District Level Selection Committee of the District having major part of LAC will send the list of selected beneficiaries of the particular LAC after consultation with other concerned District Level Selection Committee.

7. LAC Level Selection Committee will be constituted with the following members for selection of beneficiaries

- a. Circle Officer concerned - Chairman.
- b. CDPO having maximum nos. of AWCs - Member Secy.
- c. Local MLA or his authorized Representative - Member
- d. One Social Worker to be nominated by Chairman - Member

The draft notification is at **Annexure- I.**

8. The District Level Selection Committee will be constituted with the following members :

- a. Minister In charge of the District - Chairman.
- b. Deputy Commissioner/Addl. Deputy Commissioner - Vice Chairman
- c. District Social Welfare Officer concerned - Member -Secy.
- d. Local MLAs or his authorized Representative - Member
- e. CDPOs of the District - Member
- f. Two nos. of Social Worker (one is to be woman) nominated by the Chairperson. - Member

The draft notification is at **Annexure II.**

9. Timeline :

- a) Date of Advertisement: 15th, 30th June, 16th, 17th July & 1st August
- b) Receipt of Applications: 16th August, 2015.
- c) Scrutiny of Applications: 31st August, 2015.
- d) Approval of the Selection Committee: 15th September, 2015.

- e) Submission of proposal for sanction: 22nd September, 2015.
f) Issue of sanction: 3rd October, 2015.
g) Submission of proposal for FOC: 9th October, 2015.
h) Distribution of Grants: 24th October, 2015.

10. Review and Monitoring :

Progress and achievement of the Scheme shall be reviewed at the state level quarterly by an Review & Monitoring Committee, which shall be constituted.

- | | | |
|---------------------------------------------------------------------------------|---|-------------------|
| a. Minister, Social Welfare | - | Chairman. |
| b. Commissioner Secy./Sr. most Secretary | - | Vice Chairman. |
| c. Director, Social Welfare, Assam. | - | Member Secretary. |
| d. Joint Secy./Deputy Secy., Social welfare Deptt. | - | Member. |
| e. Joint Director / Deputy Director of the Directorate of Social Welfare, Assam | - | Member. |
| f. Financial Advisor, Social Welfare Department | - | Member |

The draft notification is at **Annexure III.**

The Review & Monitoring Committee shall sit once in every quarter to Review & Monitor the progress of work and achievement under the Scheme.

11. Benefit of the Scheme:

The disabled persons who are part and parcel of the society will be empowered through this scheme for becoming self-reliant and join the mainstream of the society under the aegis of this scheme.

**GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT
Block - D, 1st Floor,
Dispur, Guwahati - 781 006**

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur the ____ August, 2015

No. SWD. 286/2015/____ : The Governor of Assam is pleased to constitute the Legislative Assembly Constituency (LAC) Level Selection Committee for selection of beneficiaries under the Scheme providing Financial Assistance to Physically Challenge Person for skill development

- | | | |
|--------------------------------------------------|---|--------------|
| a. Circle Officer concerned | - | Chairman. |
| b. CDPO having maximum nos. of AWCs | - | Member Secy. |
| c. Local MLAs or his Representative | - | Member |
| d. One Social Worker to be nominated by Chairman | - | Member |

After receipt of the filled in application forms from the District Social Welfare Officers the selection committee shall properly scrutinize and verify the application and prepare list of beneficiaries as per target and as per guideline and forward the same to District Level Selection Committee for further necessary action.

Commissioner & Secy. to the Govt. of Assam,
Social Welfare Department, Dispur

Memo No.SWD.286/2015/___-A

Dated Dispur, the ___ August, 2015

Copy to:-

- 1) The S.O to Chief Secretary for kind information of the Chief Secretary.
- 2) The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information and necessary action.
- 3) P.S. to Commissioner & Secretary for kind information of Commissioner & Secretary.
- 4) All District Social Welfare Officers for information and necessary action accordingly.
- 5) All Child Development Project Officer for information and necessary action accordingly.
- 6) All Joint Director, Health Service, Assam, for information and necessary action accordingly.
- 7) The Deputy Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 for favour of publication of the above notification in the next issue of Assam Gazette.
- 8) Concerned file.

By order etc.,

Addl. Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

**GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT
Block - D, 1st Floor,
Dispur, Guwahati - 781 006**

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur the ___ August, 2015.

No. SWD. 286/2011/ : The Governor of Assam is pleased to constitute the District Level Selection Committee for selection of beneficiaries under providing Financial Assistance to Physically Challenge Person for skill development:

- | | | |
|---------------------------------------------------------------------------------|---|--------------------|
| a. Minister In charge of the District | - | Chairman. |
| b. Deputy Commissioner/Addl. Deputy Commissioner | - | Vice Chairman |
| c. District Social Welfare Officer concerned | - | Member -Secretary. |
| d. Local MLAs or his authorized Representative | - | Member |
| e. CDPOs of the District | - | Member |
| f. Two nos. of Social Worker (one is to be woman) be nominated by the Chairman. | - | Member |

On receipt of list of selected beneficiaries alongwith all required documents, the District Social Welfare Officer will convene the meeting of the district level selection committee and verify and scrutinize the list of beneficiaries and finally prepare and approve the list and forward the same in both hard and soft copy to the Director, Social Welfare, Assam.

Commissioner & Secy. to the Govt. of Assam,
Social Welfare Department, Dispur

Memo No. SWD. 286/2015/ -A

Dated, Dispur, the ___ August, 2015

Copy to:-

- 1) The S.O to Chief Secretary for kind information of the Chief Secretary.
- 2) The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information and necessary action.
- 3) P.S. to Commissioner & Secretary for kind information of Commissioner & Secretary.
- 4) All District Social Welfare Officers for information and necessary action accordingly.
- 5) All Child Development Project Officer for information and necessary action accordingly.
- 6) All Joint Director, Health Service, Assam, for information and necessary action accordingly.
- 7) The Deputy Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 for favour of publication of the above notification in the next issue of Assam Gazette.
- 8) Concerned file.

By order etc.,

Addl. Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

GOVERNMENT OF ASSAM
SOCIAL WELFARE DEPARTMENT
Block - D, 1st Floor,
Dispur, Guwahati - 781 006

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur the ___ August, 2015.

No. SWD.286/2015/ : The Governor of Assam is pleased to constitute the State Level Monitoring and Review Committee under the scheme providing Financial Assistance to Physically Challenge Person for Skill Development:

- | | | |
|---------------------------------------------------------------------------------|---|-------------------|
| a. Minister, Social Welfare | - | Chairman. |
| b. Commissioner Secy./Sr. most Secretary | - | Vice Chairman. |
| c. Director, Social Welfare, Assam. | - | Member Secretary. |
| d. Joint Secy./Deputy Secy., Social welfare Deptt. | - | Member. |
| e. Joint Director / Deputy Director of the Directorate of Social Welfare, Assam | - | Member. |
| f. Financial Advisor, Social Welfare Department | - | Member |

The State Level Monitoring and Evaluation committee shall sit once in every quarter to monitor the progress and achievement of the scheme.

Commissioner & Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

Memo No. SWD. 286/2015/ -A

Dated, Dispur, the ___ August, 2015

Copy to:-

- 1) The S.O to Chief Secretary for kind information of the Chief Secretary.
- 2) The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information and necessary action.
- 3) P.S. to Commissioner & Secretary for kind information of Commissioner & Secretary.
- 4) The Deputy Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 for favour of publication of the above notification in the next issue of Assam Gazette.
- 5) Members concerned.
- 6) Concerned file.

By order etc.,

Addl. Secretary to the Govt. of Assam,
Social Welfare Department, Dispur

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR::GUWAHATI-6

Dated, Dispur the 10th June, 2020

17/6/20
NO. AHE.639/2018/16

OFFICE MEMORANDUM

Considering the situation arising out of COVID 19, the Government of Assam is pleased to waive all fees relating to admission and all other categories including examinations, festivals, publication, excursions, fees for laboratories, students union fees, college weeks, magazine fees, games & sports fees, cost of prospectus, registration fees etc. for the academic session 2020-21 irrespective of the income or the economic status of their parents.

The benefit of fee waiver will cover State Universities, Govt. Colleges, Provincialised Colleges under Directorate of Higher Education, Assam and all institutions under Directorate of Technical Education, Assam including Engineering Colleges and Polytechnic Institutes.

However, fee waiver will not include Self-financing Courses of the Colleges/Institutes and hostel admission fees. Further, hostel admission fee should not be increased during the current year. Also hostel mess dues should not be part of the fee waiver scheme.

The entire fees which will be waived, will be reimbursed by the Govt. within 30 (thirty) days from the date of receipt of the claims from the respective Colleges/Institutes. The Universities and Colleges shall project claims in terms of the uniform fees structures as notified vide No. AHE.347/2-18/12 dtd. 01.06.2019.

The Director of Higher Education, Assam and the Director of Technical Education will not wait for the demand to be received from all institutes. Even if demand is received from a single institute, the proposal will be processed for re-imburement.

The above scheme will be applicable to the students domicile from Assam only.

Sd/- Preetom Saikia, IAS
Commissioner & Secretary to the Govt. of Assam,
Higher Education Department.

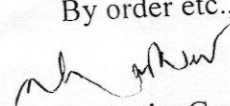
Dated, Dispur the 10th June, 2020

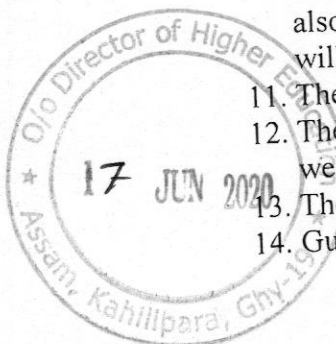
Memo No. AHE.639/2018/16-A

Copy to:-

- ✓ 1. The Principal Secretary to the Govt. of Assam, Health & FW Department. He is requested to issue similar instructions for the Colleges/Institutions under his jurisdiction.
2. The Principal Secretary to the Govt. of Assam, Agriculture Department. He is requested to issue similar instructions for the Colleges/Institutions under his jurisdiction.
3. OSD to Minister, Education etc. Assam for kind appraisal of Hon'ble Minister.
4. PS to Adviser, Education, Assam.
5. PS to Principal Secretary to Chief Minister, Assam.
6. PS to Principal Secretary to the Govt. of Assam, Finance Department.
7. PS to Principal Secretary to the Govt. of Assam, Secondary/Elementary Education Department.
8. PS to Commissioner & Secretary to the Govt. of Assam, Higher Education Department.
9. PS to Secretary to the Govt. of Assam, Higher Education Department.
10. The Director of Higher Education/ Technical Education, Assam. He/She will communicate the OM to all the Principals through posting it in the website and also ensure that the names of the admitted students are uploaded in their websites. The are also requested to ensure for strict and proper implementation of the guidelines. He/She will ensure that under no circumstances the condition of the guideline is violated.
11. The Director of Secondary/ Elementary Education, Assam.
12. The Registrar of all Universities, for uploading the names of admitted students in the website.
13. The Director of Information & Public Relations, Assam for wide publicity.
14. Guard file.

By order etc.,


Joint Secretary to the Govt. of Assam,
Higher Education Department.



26/12/19

Govt. of Assam
Department of Higher Education
Guidelines to provide "Free Text Book" up to Degree Level Students

1. ABOUT THE SCHEME

To benefit the college students in the current financial year, Govt. of Assam decided to provide financial grant for purchasing books by students of Govt./provincialized Colleges of Assam. Proposals will be received by the Department of Higher Education, Govt. of Assam under the Scheme of Gyan Deepika to provide **Free Text Books to Degree Level students (Arts, Science and Commerce) from the present level of Class XII**. Financial grant will be provided to the students against the approved proposals submitted by college authority. The scheme will encourage and help financially the students of different streams like Arts, Science and Commerce from various Govt./Provincialized Colleges of Assam.

2. ELIGIBILITY/TARGET GROUP

Financial assistance under the scheme will be provided to all the degree students of Arts, Science and Commerce of Govt./provincialized Colleges in Assam in this financial year 2019-20.

3. TERMS & CONDITIONS

- i. Department will fix the grant amount proportionately among the various streams (Arts, Science and Commerce) out of the budgeted amount on the basis of number of students enrolled.
- ii. The Govt. will provide a grant maximum up to RS. 1000/- (for each Science, Arts and Commerce students). Students will procure the prescribed/ required text books related to their curriculum. Reimbursement will be made against the bill amount subject to the maximum amounts mentioned above.
- iii. On production of original receipts of purchase of books by the students to the principal, the principal will prepare a statement in a specified format and submit the same to the Director, Higher Education, Assam for necessary claims. The college will keep all the original vouchers/bills in safe custody for audit purposes. The proposal must be submitted to the Director, Higher education, Assam by the college authority latest by end of December, 2019.
- iv. The Director, Higher Education, Assam will move for necessary sanction to the Govt. for the claimed amount after preparing a consolidated statement and the said amount will be disbursed through DBT to the students with intimation to the authorities concerned.
- v. Duly verified Bank details of the beneficiaries (Name as per bank records, bank name, branch name and address, account no., nature of account and IFSC) have to be attached while submitting the proposal.

Rules for Award for NEC Merit Scholarship
Scheme: "Financial Support to the Students of N.E.R for Higher Professional Courses"
(NEC Merit Scholarship)

1. INTRODUCTION

1.1 Secretary, North Eastern Council (NEC) is pleased to make the following rules to regulate the grant of NEC Merit Scholarship (*hereinafter* "scholarship") to the students of the North East (NE) Region undergoing studies in different disciplines at different levels in Institutions inside as well as outside the North-East but within the country as specified hereinafter. The rules may be called "Rules for award of NEC Merit Scholarship". These rules shall come into force from the Financial year 2020-21 and will supersede the previous rules on the above mentioned scheme.

2. SCOPE

2.1 These scholarships are available for studies in India only and shall be awarded by the North Eastern Council, Ministry of Ministry of Development of North Eastern Region, Government of India, Shillong to the eligible candidates of the North Eastern States.

3. ELIGIBILITY CONDITIONS

3.1 The scholarship is open only to a student who is a permanent resident of any of the North Eastern States.

3.2 For candidates belonging to Academic Year 2020-21 and onwards, the scholarship under this scheme shall be disbursed only through National Scholarship Portal (NSP). However, the students, who already have been receiving scholarship before these rules coming into force, shall continue to receive their scholarships as per the prevailing procedure till end of their scholarships tenure.

3.3 Once selected, the scholarship shall be available to a selected student for the prescribed duration of a course subject to fulfillment of renewal conditions, as specified under Para 6 of these rules. Extension of scholarship beyond the prescribed period of study will not be entertained.

Note 1:- [Student enrolled in integrated course will be entitled to receive the scholarship for the full duration of the course as per the admissible rates at para 7.1.]

Note 2: - [The scholarship for M.Phil. will be available for 2 years and for Ph.D scholarship shall be for 3 years.]

3.4 At the time of availing the scholarship, the student must not be in receipt of any other scholarship/financial assistance from any other source. A sponsored candidate under full employment during the period of study or working/in-service candidates shall not be eligible to receive the scholarship.

3.5 A student shall only be considered for scholarship in the year of commencement of his/her course. For subsequent year of course, only renewal will be allowed.

3.6 Scholarship shall be admissible to students who get admission in Diploma, Degree, Post-graduate or registration in M.Phil. / Ph.D courses of any institute recognized by the Government. The grant of scholarship for M.Phil and Ph.D would be after the registration of the students with the University. The Scholarship will not be available for internship or any practical training.

3.7 The scholarship shall be admissible to the students whose parent / guardian's annual income from all sources shall not exceed Rs 8.0 lakh. The income certificate issued by the competent authority shall be furnished by the candidate.

3.8 The student must fulfill the following eligibility criteria in the previous qualifying examination for consideration of scholarship:

Level	Qualifying examination
Diploma	HSLC/HSSLC/Secondary School Leaving /Senior Secondary Leaving certificate examination from a recognised State/Central board with minimum 60% marks in aggregate.
Degree	HSSLC/Senior Secondary Leaving certificate examination from a recognised State/Central board with minimum 60% marks in aggregate.
Post Graduate	Degree level examination in any discipline (BA/BSc/BE/B Tech/MBBS/LLB/BCA/BBA etc. of any recognized Institute/ University with minimum 60% marks in aggregate.
M.Phil./Ph.D	PG degree from any recognized University with minimum 60% marks in aggregate.

4. APPLICATION AND VERIFICATION PROCESS

4.1 Respective Department of the State Governments / NEC will announce the details of the Scheme and invite applications by issuing an advertisement in the leading newspapers and through the websites and other media outfits. The advertisement shall give pertinent details, about scheme, certificates etc. are required to be uploaded /submitted along with the application form and timelines. The advertisement will also be displayed prominently on National Scholarship Portal.

4.2 The applicants are required to fill up application form on National Scholarship Portal (NSP) (www.scholarships.in), within the prescribed date for receipt of application, following due procedure/guidelines mentioned thereon. They may also fill up the application form using NSP Mobile app or UMANG Mobile App. The applicants are, however, encouraged to apply at the earliest as it will provide them opportunity to make correction/updating etc. in their application, if suggested by the verification authority.

4.3 The applicant must be in possession of following documents at the time of application. He/She may be asked to upload a scanned copy of these documents as per requirement or extant rules /guidelines.

- a) Permanent Residential Certificate (PRC) issued by the Dy. Commissioner /Addl. Dy. Commissioners/ Sub-divisional officer of civil sub-divisions in NE States; except Sikkim where Certificate of Identification (COI) issued by the respective Deputy Commissioner in the Govt. of Sikkim to its Permanent residents. Certificate from any other authority will not be accepted. **(Mandatory)**

- b) Income Certificate issued by the Competent Authority (**Mandatory**)
- c) Bank Account Pass Book – Account must be in the name of applicant (**Optional**)
- d) Details of qualifying examination (**Mandatory**)
- e) Synopsis signed by the project guide / Director (Research) or any official authorized by the Institute/University in the case of M.Phil/Ph.D. candidates (**Mandatory**).
- f) Any other document as may be required under NSP guidelines.

4.4 There will be two level of verification of the application. First level of verification is at the institute level and Second level verification will be carried out by the domicile state of NE Region of the applicant.

4.5 The present institute of the applicant must have registered itself on NSP using assigned **U-DISE/AISHE/NCVT Code** and following the prescribed procedure, for verifying the applications on NSP. The application of students which could not be verified because their institute is not register on NSP, will not be considered for scholarship. All NE States must ensure that all institutes where the eligible candidates are studying are on-boarded on NSP timely.

4.6 The second level verification of applications will be done by the Nodal Officer nominated for the purpose by the respective NE State Governments.

4.7 It will be the responsibility of the designated Institute Nodal Officer to verify that the student fulfils the eligibility conditions under the scheme. He will be provided with an option to accept, reject or mark as defective to each application. The Nodal officers are advised to satisfy themselves that all details submitted by the candidate are correct. To ascertain the correctness, they may examine the uploaded documents and/or documents available in the records of Institute. They may also ask the student to produce original copy of the document, wherever required. They may also be provided with an option on NSP to return the application to the student for correction, if any error is noticed in the application. The Nodal offices are, however, requested to verify the applications at the earliest so that necessary opportunity may be provided to students to carry out any required correction in their applications or submit additional documents wherever required.

5. SELECTION FOR SCHOLARSHIPS AND DISBURSAL

5.1 The merit lists will be drawn from among finally verified applications as per the scheme guidelines and after following the laid down procedure on the NSP.

5.2 Selection of students for M. Phil and Ph. D. will be done on the basis of topic of research/Synopsis which has relevance to the problems/issues related to NE Region. The Subjects/topics for M.Phil and Ph.D should invariably be directly, specifically and currently relevant to NE Region. Basic and theoretical research shall not be favoured in general.

5.3 The scholarship is purely on merit basis. The merit list will be prepared exclusively on the basis of marks obtained by the candidate in the qualifying exams and complying with the level-of-course-wise slots allotted to the states as mentioned in para 7.3 below.

5.4 In case of tie, preference shall be given to the candidate having lesser family income.

- 5.5 There will not be any reservation/quota on the basis of category/religion/gender.
- 5.6 In case the allotted quota as mentioned at para 7.3 below, remains unfilled for want of eligible candidates, the same may be distributed to remaining eligible students from other NE States, as per their *inter se* merit list.
- 5.7 The scholarships will be disbursed to selected students by NEC directly in their provided and verified bank accounts using DBT mode as per the extant guidelines.

[Note 4 - The student must ensure that the Bank Account should be in the name of the applicant, preferably linked to her/his Aadhaar. The Bank Account should be kept operational /active till complete tenure of the scholarship. NEC shall not be responsible in case the Scholarship amount is not credited due to payment failure at Bank level.]

6. RENEWAL OF SCHOLARSHIP

6.1 A student selected for scholarship shall be eligible for receipt of scholarship for the entire period of course or as per limits prescribed in Para 3.3 before, through renewal of the scholarship process. Renewal of Scholarship under the scheme, however, is not an automatic process and is subject to fulfillment of certain terms and conditions as mentioned in subsequent para.

6.2 Every renewal of scholarship is for a period of one academic year only, if not otherwise specified. All existing and eligible beneficiaries of the scholarship are required to fill up the renewal form on NSP every year during their entire course period. The student shall be required to upload previous exam marks-sheet/pass certificate during renewal application. In case of students studying in M.Phil / PhD., the renewal application shall be accompanied with latest progress report from the guide countersigned by the Registrar of the Institute.

6.3 To draw scholarship under renewal category, the beneficiary must pass in the particular year **or** be promoted to next semester/year. In case the student could not pass all papers but promoted to next year, as per extant rules, he/she may be considered for renewal of scholarships subject to the condition that no additional backlog, from previous years', are pending against his/her name. In case the student is not promoted to next year or having backlog papers pending against his/her name for more than one year, he/she shall not receive further scholarship for the remaining course period. It will be the responsibility of Institute level verifying officer to ensure that the student has been promoted to year or does not have pending backlog papers for more than year, before accepting the application on NSP for further processing. Otherwise, such applications shall be rejected on NSP after recording reasons.

6.4 Any break in scholarship, during the entire course period, shall make the beneficiary non-eligible for further receipt of scholarship for that specific course. The students shall not be provided with an option to make renewal applications in subsequent years. The student may, however, apply as a fresh applicant, upon securing admission in any advance course, at a later stage.

[Exception – In case a beneficiary discontinues his/her study on advice of medical authorities, may submit a medical certificate from the District medical Officer/Jt Director of State Health Services, clearly indicating the course and period of such break in study supported with documents from the institute of study, to the Director, HRD & E, NEC for consideration of renewal/continuation of scholarship].

6.5 A request for renewal of students who have changed their subject of study will not be entertained for renewal if the students has availed the scholarship for the previous course or part of it.

6.6 A request for renewal of scholarship of such student beneficiaries who have changed their Institution of study will not be entertained for renewal.

6.7 There will be no merit list generation for renewal applications.

6.8 Renewal scholarship will be disbursed to all eligible and duly verified applications by NEC, directly in their verified bank accounts using DBT mode as per the extant guidelines.

6.9 The request for renewal of scholarships of all existing applications belonging to Academic Year 2019-20 and before will be processed as per the prevailing procedure during Academic Year 2019-20, where respective State Government will be responsible for directly disbursing scholarships in the student's bank accounts.

7. OTHER CONDITIONS UNDER THE SCHEME

7.1 The rates of scholarships are subject to revision from time to time. As and when need arises for such revision a Committee will be appointed by the Secretary, NEC for the purpose. The present rate of scholarship for related Subjects/Courses at different levels is as under:

Level of Study	Scholarship amount for fresh and renewal cases (existing students)
Diploma	20,000/-p.a.
Degree	22,000/- p.a.
Post graduate	25,000/- p.a.
M. Phil./Ph D	30,000/- p.a.

7.2 The various courses of studies at different levels for which NEC's financial assistance is admissible would be those as decided by the NEC from time to time keeping in view the requirements of specialized manpower of the North Eastern Region.

7.3 The number of Fresh Scholarships to be awarded every year to candidates of different NER states at different levels may be as follows:

SNo	State	Diploma	Degree	PG Degree	M.Phil / PhD	Total
1	2	3	4	5	6	7
1.	Arunachal Pradesh	20	130	52	7	209
2.	Assam	30	200	80	10	320
3.	Manipur	18	120	48	6	192
4.	Meghalaya	18	120	48	6	192
5.	Mizoram	18	120	48	6	192
6.	Nagaland	18	120	48	6	192

7.	Sikkim	10	70	28	3	111
8.	Tripura	18	120	48	6	192
	Total	150	1000	400	50	1600

7.4 The above numbers are fixed as per the normative allocation accepted for the respective NE States. The number of scholarship for the renewal cases shall be as per actual for different NE states and the scholarship amount as per the accepted rates as mentioned above shall be utilized both for the fresh candidates and renewal cases (existing students selected for the NEC Scholarship).

7.5 NEC may increase or decrease the total numbers of scholarships subject to availability of fund/allocation of budget from time to time. However, the numbers would be fixed as per the normative allocation accepted for different NE states.

7.6 Students selected for grant of NEC Scholarship will be entitled to receive same from the date of admission/date of commencement (Date of registration in case of M.Phil / Ph.D.) whichever is later till completion of the course, subject to maximum period as prescribed in Para 3.3 above.

7.8 In case of doubt/clarification regarding the above rules, the matter shall be referred to the Director (HRD&E), North Eastern Council Secretariat, Shillong - 793003, Contact No. 03642522674.

Rules for Award for NEC Merit Scholarship
Scheme: "Financial Support to the Students of N.E.R for Higher Professional Courses"
(NEC Merit Scholarship)

1. INTRODUCTION

1.1 Secretary, North Eastern Council (NEC) is pleased to make the following rules to regulate the grant of NEC Merit Scholarship (*hereinafter* "scholarship") to the students of the North East (NE) Region undergoing studies in different disciplines at different levels in Institutions inside as well as outside the North-East but within the country as specified hereinafter. The rules may be called "Rules for award of NEC Merit Scholarship". These rules shall come into force from the Financial year 2020-21 and will supersede the previous rules on the above mentioned scheme.

2. SCOPE

2.1 These scholarships are available for studies in India only and shall be awarded by the North Eastern Council, Ministry of Ministry of Development of North Eastern Region, Government of India, Shillong to the eligible candidates of the North Eastern States.

3. ELIGIBILITY CONDITIONS

3.1 The scholarship is open only to a student who is a permanent resident of any of the North Eastern States.

3.2 For candidates belonging to Academic Year 2020-21 and onwards, the scholarship under this scheme shall be disbursed only through National Scholarship Portal (NSP). However, the students, who already have been receiving scholarship before these rules coming into force, shall continue to receive their scholarships as per the prevailing procedure till end of their scholarships tenure.

3.3 Once selected, the scholarship shall be available to a selected student for the prescribed duration of a course subject to fulfillment of renewal conditions, as specified under Para 6 of these rules. Extension of scholarship beyond the prescribed period of study will not be entertained.

[Note 1: - Students pursuing dual course (Degree+PG) will be entitled to receive scholarship for Degree Level only. For the next level of courses, the candidate has to apply separately.]

Note 2: - Students selected for Diploma level will be entitled to receive

scholarship for Diploma level only. The students cannot claim for continuance of scholarship for Degree Level.

Note 3: - The scholarship for M.Phil. will be available for 2 years and for Ph.D scholarship shall be for 3 years.]

3.4 At the time of availing the scholarship, the student must not be in receipt of any other scholarship/financial assistance from any other source. A sponsored candidate under full employment during the period of study or working/in-service candidates shall not be eligible to receive the scholarship.

3.5 A student shall only be considered for scholarship in the year of commencement of his/her course. For subsequent year of course, only renewal will be allowed.

3.6 Scholarship shall be admissible to students who get admission in Diploma, Degree, Post-graduate or registration in M.Phil. / Ph.D courses of any institute recognised by the Government. The grant of scholarship for M.Phil and Ph.D would be after the registration of the students with the University. The Scholarship will not be available for internship or any practical training.

3.7 The scholarship shall be admissible to the students whose parent / guardian's annual income from all sources shall not exceed Rs 8.0 lakh. The income certificate issued by the competent authority shall be furnished by the candidate.

3.8 The student must fulfill the following eligibility criteria in the previous qualifying examination for consideration of scholarship:

Level	Qualifying examination
Diploma	HSLC/HSSLC/Secondary School Leaving /Senior Secondary Leaving certificate examination from a recognised State/Central board with minimum 60% marks in aggregate.
Degree	HSLC/HSSLC/Secondary School Leaving /Senior Secondary Leaving certificate examination from a recognised State/Central board with minimum 60% marks in aggregate.
Post Graduate	Degree level examination in any discipline (BA/BSc/BE/B Tech/MBBS/LLB/BCA/BBA etc. of any recognised Institute/ University with minimum 60% marks in aggregate.
M.Phil./Ph.D	PG degree from any recognised University with minimum 60% marks in aggregate.

4. APPLICATION AND VERIFICATION PROCESS

4.1 Respective Department of the State Governments / NEC will announce the details of the Scheme and invite applications by issuing an advertisement in the leading newspapers and through the websites and other media outfits. The advertisement shall give pertinent details, about scheme, certificates etc. are required to be uploaded /submitted along with the application form and timelines. The advertisement will also be displayed prominently on National Scholarship Portal.

4.2 The applicants are required to fill up application form on National Scholarship Portal (NSP) (www.scholarships.in), within the prescribed date for receipt of application, following

due procedure/guidelines mentioned thereon. They may also fill up the application form using NSP Mobile app or UMANG Mobile App. The applicants are, however, encouraged to apply at the earliest as it will provide them opportunity to make correction/updation etc. in their application, if suggested by the verification authority.

4.3 The applicant must be in possession of following documents at the time of application. He/She may be asked to upload a scanned copy of these documents as per requirement or extant rules /guidelines.

- g) Permanent Residential Certificate (PRC) issued by the Dy. Commissioner /Addl. Dy. Commissioners/ Sub-divisional officer of civil sub-divisions in NE States; except Sikkim where Certificate of Identification (COI) issued by the respective Deputy Commissioner in the Govt. of Sikkim to its Permanent residents. Certificate from any other authority will not be accepted. **(Mandatory)**
- h) Income Certificate issued by the Competent Authority **(Mandatory)**
- i) Bank Account Pass Book – Account must be in the name of applicant **(Optional)**
- j) Details of qualifying examination **(Mandatory)**
- k) Synopsis signed by the project guide / Director(Research) or any official authorised by the Institute/University in the case of M.Phil/Ph.D. candidates **(Mandatory)**.
- l) Any other document as may be required under NSP guidelines.

4.4 There will be two level of verification of the application. First level of verification is at the institute level and Second level verification will be carried out by the domicile state of NE Region of the applicant.

4.5 The present institute of the applicant must have registered itself on NSP using assigned U-DISE/AISHE/NCVT Code and following the prescribed procedure, for verifying the applications on NSP. The application of students which could not be verified because their institute is not register on NSP, will not be considered for scholarship. All NE States must ensure that all institutes where the eligible candidates are studying are on-boarded on NSP timely.

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4.7 It will be the responsibility of the designated Institute Nodal Officer to verify that the student fulfils the eligibility conditions under the scheme. He will be provided with an option to accept, reject or mark as defective to each application. The Nodal officers are advised to satisfy themselves that all details submitted by the candidate are correct. To ascertain the correctness, they may examine the uploaded documents and/or documents available in the records of Institute. They may also ask the student to produce original copy of the document, wherever required. They may also be provided with an option on NSP to return the application to the student for correction, if any error is noticed in the application. The Nodal offices are, however, requested to verify the applications at the earliest so that necessary opportunity may be provided to students to carry out any required correction in their applications or submit additional documents wherever required.

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5.6 In case the allotted quota as mentioned at para 7.3 below, remains unfilled for want of eligible candidates, the same may be distributed to remaining eligible students from other NE States, as per their *inter se* merit list.

5.7 The scholarships will be disbursed to selected students by NEC directly in their provided and verified bank accounts using DBT mode as per the extant guidelines.

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6.2 Every renewal of scholarship is for a period of one academic year only, if not otherwise specified. All existing and eligible beneficiaries of the scholarship are required to fill up the renewal form on NSP every year during their entire course period. The student shall be required to upload previous exam marks-sheet/pass certificate during renewal application. In case of students studying in M.Phil / PhD., the renewal application shall be accompanied with latest progress report from the guide countersigned by the Registrar of the Institute.

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[Exception – In case a beneficiary discontinues his/her study on advice of medical authorities, may submit a medical certificate from the District medical Officer/Jt Director of State Health Services, clearly indicating the course and period of such break in study supported with documents from the institute of study, to the Director, HRD & E, NEC for consideration of renewal/continuation of scholarship].

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7.2 The various courses of studies at different levels for which NEC's financial assistance is admissible would be those as decided by the NEC from time to time keeping in view the requirements of specialized manpower of the North Eastern Region.

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