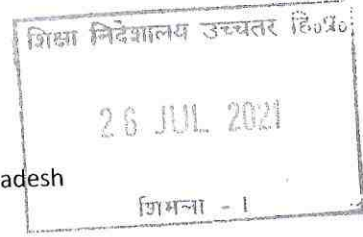


EDN-H E(10)F(4)11/2020-21-
Directorate of Higher Education,
Himachal Pradesh,
Dated: Shimla-1701001 the



To

- X (1) All the Principals of Government and Private College of Himachal Pradesh
(2) All the Deputy Directors of Higher Education

Sub: Revised Post Matric Scholarship to students belonging to Scheduled Caste for studies in India (PMS-SC) regd.

In continuation of this Directorate letter of even No. dated 25 Feb.2021 for the implementation of scheme cited above following instructions are strictly adhere to:

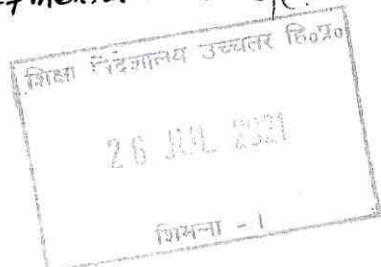
- (1) All the institutions must ensure that the registration of the students on the National Scholarship Portal (NSP) on the same day as the day of admission. For this make provision of facilitation centre in each educational institutions. Constitute scholarship committee. Also nominate Nodal Officer for the scheme. Caste certificate issued by competent authorities, domicile certificate, latest result card, Aadhar number, first page of copy of bank passbook, photograph etc, are required at the time of online submission of scholarship form by the eligible applicant. Make them aware in advance at the time of publicity of scheme and/or incorporate this information in prospectus.
- (2) Recording of attendance of the students preferably in Aadhar based biometric mode is required. However due to Covid-19 pandemic or if institution has no biometric machine, attendance may be marked regularly in students attendance register. Institutions are required to supply the attendance record of the students as per demand.
- (3) Complete the institutional level verification of scholarship forms (both fresh and renewal cases) as early as possible so that students get their scholarship timely. Dont wait for last date of verification. Timely compliance at institution level will also facilitate verification at state level.
- (4) Academic performance record of each student must be maintained by scholarship committee in a systematic manner. The students who are found to be lagging behind should be provided remedial coaching so that their academic outcome shall not be less than the average academic outcome.
- (5) Identification of poorest SC students leaving class 10th or 12th class may be tracked with the help of NSS volunteers and every effort should be made to enroll them for higher education even a gap of one or more years may have occurred.
- (6) Fee structure and maintenance allowance claimed in scholarship forms should be as per the latest guidelines of the scheme.

All the head of institutions are directed to give instructions to scholarship committee as per guidelines of the scheme. Special attention must be paid that income certificate should be in name of parents and not in the name of students, documents uploaded should be as per guidelines and should be legible and of specified kb. Scrutiny and subsequent verification of scholarship form at institutional level should be of such perfection that no form should be defected or rejected at subsequent levels of verification.

All the Deputy Director of Higher Education are required to issue instructions to institutions under their control including private schools to start the scholarship process including verification immediately with the opening of NSP.

Detailed revised guidelines regarding this scheme are available in Directorate website www.education.hp.gov.in.

- To, IT, Cell, DHE, HP is requested to upload the letter on Departmental website. @/c.



(Dr. Amarjeet K Sharma)
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