

**GOVERNMENT OF NAGALAND
DIRECTORATE OF HIGHER EDUCATION
NAGALAND: KOHIMA**

Post Matric ST Scholarship, Nagaland

(Funded by Ministry of Tribal Affairs, Govt. of India (90%) & Govt. of Nagaland (10%))

Guidelines for Post Matric ST Scholarship, 2022-23.

<https://scholarship.nagaland.gov.in>

Online application: 8th August to 31st October 2022.

Last date of online verification by Institutions (within Nagaland): 30th November 2022.

*Last date of receiving hardcopy forms/documents for those studying outside Nagaland: 30th
November 2022*

Eligibility:

A student should fulfil the following criteria to be eligible for this Scholarship.

1. The applicant must be pursuing post matric (above class X) studies and belong to Scheduled Tribe of Nagaland.
2. The Annual Income of the applicant's parents/guardians from all sources must not exceed **₹ 2.50 lakh (Rupees Two Lakh Fifty Thousand)**.
3. Applicant must be from Institution which has valid AISHE/UDISE code.
4. Students who have failed in their last examination (repeaters) are not eligible to apply.
5. Students who have availed this scholarship at one stage of education and have passed but are studying in the same stage of education in different stream/subject are not eligible. Example, a student who is currently pursuing BA course but has passed BCom and availed this scholarship while pursuing BCom course will not be eligible to apply.
6. Students having study break of more than 2 (two) years (last exam passed before 2020) are not eligible to apply for this scholarship.
7. Applicant must not be a beneficiary of any other scholarship scheme
8. Applicant must not be an employee of any government/semi government establishment.
9. Students pursuing Diploma/Certificate Course can also apply provided they fulfil the above criteria (1- 8) and their course duration is not less than two years.
10. Students studying in NIOS can also apply, provided they fulfil criteria 1 to 8 and have the following subject combination.
 - a) For class 11 and 12 level course, the applicant must have passed class 10 with the following subject combination.
 - i) English ii). Alt English or MIL iii) Science iv) Maths and v) Social Science.

Instruction/Information

1. **Fresh Application:** All eligible 1st year students of the Course shall apply as Fresh Application irrespective of whether they were beneficiary of the scholarship in their last course of study. Also, eligible students in 2nd/3rd year who are not a beneficiary of the Scheme can apply as Fresh Application. *Applications of beneficiaries studying in the same Course and applying as Fresh will be rejected.*

Application Type	Eligible Class/Year
FRESH	i) All present 1 st year students irrespective of whether they were beneficiaries of 2021-22.
	ii) Present 2 nd /3 rd year students who are not beneficiaries of 2021-22.

2. **Renewal Application:** Renewal Application is meant only for those beneficiaries of 2021-22 period who have passed the last examination but continuing in the same Course (level). *Applications of non-beneficiaries and also of 1st year students applying as Renewal will be rejected.*

Application Type	Eligible Class/Year
RENEWAL	Only for beneficiaries of 2021-22 who have passed the last examination and presently in the 2 nd /3 rd /4 th year of the same Course.

3. Bank Account must be that of the applicant. Application form will be rejected if the Bank Account is not of the applicant. In case of minor, joint account should be opened and in all such joint accounts, applicant's name should appear first in the passbook.
4. **Students studying in Nagaland** should submit the print out of the online submitted form along with the required documents to their respective institution for Online Verification/Approval by the institution. Institution shall verify and Approve/Reject all applications online by comparing with the documents submitted by the students. For MPhil/PhD applications, Institutions should submit the hard copy of the Applications and enclosed documents to this Office after the Online Approval by Institution. Only on receipt of MPhil/PhD applications/documents from institution, online verification of such applicants will be done at State/Department level. Submission of scholarship form by individual/applicant to this Office will not be entertained for applicants studying in Nagaland.
5. **Applicants studying outside Nagaland** should send the print out of the online submitted form along with the required documents via speed post/hand post to the **Scholarship Section, Directorate of Higher Education, Nagaland, Kohima-797001**, within the stipulated time. Only on receipt of this hardcopy form/documents, online Verification/Approval for such applicants will be done.
6. **For MPhil/PhD applicants:**
 - i. In addition to other documents, PhD applicants should submit copy of the synopsis of proposed Research Work duly countersigned by the Guide or Supervisor and a photo copy of the Registration Card/Letter.

- ii. **Fresh Application:** If the applicant is not in a position to furnish Registration Card/ Letter and Synopsis, submission of Part C(Research) will suffice.
- iii. **Renewal:**
 - a. Scholar should enclose a copy of the Progress Report of his/her Research Work duly attested and signed by the Guide or Supervisor.
 - b. PhD Scholars who have not submitted Registration Card/Letter & Synopsis at the time of Fresh Application must enclose them with their Renewal Form.
 - c. Renewal of PhD application will be considered only if the applicant has submitted photo copy of his/her Registration Card/Letter & Synopsis either during submission of the Fresh or Renewal application.
- 7. The Department will not be responsible for non-receipt of scholarship amount due to wrong/inactive bank account details provided by the applicant.
- 8. Applicant is warned that if he/ she gives false statement/ declarations/ documents etc. or otherwise obtained scholarship through fraudulent means, he/she will be blacklisted and debarred from getting scholarship under this scheme or any other scholarship schemes for the entire period of his/her studies. The scholarship amount if already paid will also be recovered.
- 9. Incomplete/wrong entries in the e-form or incomplete enclosure of necessary documents will be subjected to rejection. Correction/rectification after online submission will not be entertained.

Documents required for Fresh Application:

- i. Attested Xerox copy of class 10 Admit card.
- ii. Admission Receipt.
- iii. Attested Xerox Mark Sheet (s) of the last class/year passed. For colleges with semester system, Marksheets of the last two semesters.
- iv. Attested Xerox Scheduled Tribe Certificate issued by competent designated authority.
- v. Attested Xerox Indigenous Certificate issued by competent designated authority.
- vi. Original Income Certificate (**Fresh applicants only**) –Annexure I/Annexure II/Annexure III issued in the year 2022. All applicants whose parents/guardians are employed should furnish Income Certificate only in Annexure I format (certified by employer) else the Application will be rejected.
- vii. Part B Form (only for applicants studying outside Nagaland)
- viii. Part C Form (only for MPhil/PhD Fresh applicant)
- ix. Hostel Certificate: (For hostellers only)
 - a) Applicant staying in recognized hostel outside Nagaland can produce a Hostel Certificate from the hostel warden.

- b) Applicant staying in recognized hostel within Nagaland should use the Hosteller Form issued by the Department. Hosteller Forms will be issued to the wardens of recognized hostels for distribution to the bonafide hostellers only.
- x. Xerox copy of the front page of Bank Passbook.
- xi. Xerox copy of the Aadhaar Card.
- xii. One recent passport photograph should be pasted on the printed form.

Documents required for Renewal Application:

- i. Attested Xerox Mark Sheet (s) of the last class/year passed. For colleges with semester system, Marksheets of the last two semesters.
- ii. Part B Form (only for applicants studying outside Nagaland)
- iii. Part C Form (only for MPhil/PhD Fresh applicant)
- iv. Hostel Certificate: (For hostellers only)
 - a) Applicant staying in recognized hostel outside Nagaland can produce a Hostel Certificate from the hostel warden.
 - b) Applicant staying in recognized hostel within Nagaland should use the Hosteller Form issued by the Department. Hosteller Forms will be issued to the wardens of recognized hostels for distribution to the bonafide hostellers only.
- v. Xerox copy of Admission/Semester Fee Receipt.
- vi. Xerox copy of the front page of Bank Passbook.
- vii. Xerox copy of the Aadhaar Card.
- viii. One recent passport photograph should be pasted on the printed form.

Sd/-
Director
Directorate of Higher Education
Nagaland, Kohima

GUIDELINES FOR INSTITUTIONS WITHIN NAGALAND
Post Matric ST Scholarship, Nagaland

1. All Institutional Nodal Officer (INO) for scholarship should register in the Common Scholarship Portal (<https://scholarship.nagaland.gov.in>) for online verification and Approval of applications.
2. Primary Verification will be done online by the INO of the respective Institution. Once approved at Institution Level, it will be verified at State/Department Level.
3. Institutions are requested to go through the guidelines of the Scheme and verify the forms/documents accordingly.
4. Institutions need not verify the online applications whose hardcopy applications/documents were not submitted by the students.
5. Institution should keep the Application Forms and enclosed documents for at least 5 years for any enquiry/audit.
6. Contact details: 9863379247 (Scholarship Section), 7005405552 (Comp. Prog.), 8929307387 (Portal Helpdesk-Technical issues)

Online application: 8th August to 31st October 2022.
Last date of online verification by Institutions (within Nagaland): 30th November 2022.

Sd/-
Director
Directorate of Higher Education
Nagaland, Kohima

PART – B (PMS-ST)

(To be filled by the college/institution authority)

1. I hereby recommend the application of Mr/Miss for award of Post Matric Scholarship to ST Students of Nagaland for the academic session 20..... to 20.....
2. Certified that the applicant has taken admission on Date..... Month..... Year..... in class..... (1st/2nd/3rd/4th/5th) year for course of study. Duration of the course is from 20..... to 20.....
3. The likely date, month and year of the annual examination for the current stage of course will Date..... Month..... Year.....
4. The College/Institution is affiliated to Board/Council/University).
5. College/Institution/University is recognized by the Government of and the Recognition No. is
6. Admission receipt to be enclosed.*

UNDERTAKING TO BE SIGNED BY THE HEAD OF THE INSTITUTION

I undertake that if the applicant leaves the institution/discontinue studies/is a repeaters in same class/accept any other scholarship/fail to secure 75% attendance in classes the fact will be reported to the Director, Higher Education, Nagaland Kohima.

Date: Signature of the Institution

Place: Head/Authority

Office Round Seal Name in Block Letters.....

Designation with Seal.....

Fax No./email.....

Office Telephone No.....

Full Postal Address of the Institution with Pin Code.....

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N.B: 1) Stamped Signature will not be accepted. 2) Official seal of the Head of the Institution and Round seal of the Institution are compulsory. 3) Application form will be rejected if found incomplete/if there are signs of over-writing. 4) **The application form will be rejected if full address and particulars of the Institution are not clearly indicated.**

PART C (MPhil/PhD only)

(To be filled by the Guide/Supervisor/ and the Head of Department)

1. Certified that the applicant Mr/Ms/Mrsis undertaking Research work for acquiring M.Phil/Ph.d/D.Ltt. degree for the academic session 20..... to 20..... in the department of..... under University.
2. The probable commencement of the Research work (course) is: Date Month Year
3. The University is a Central/Deemed/Autonomous University (mention one)
4. This University is recognized by UGC/Govt. of

I undertake that if the applicant leaves the institution/discontinues Research work/ accept any other Scholarship/fellowship, the fact will be reported to the Directorate of Higher Education, Nagaland, Kohima.

Counter signature of the Head of Department

Name.....

Designation

Phone No.....

University Address

.....

Round Seal
of the
Department
or University

Signature of the Guide/Supervisor

Name.....

Designation

Phone No.....

University Address

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INCOME CERTIFICATE

ANNEXURE-I

(For employed parents/guardians only)

DECLARATIONS

I do hereby solemnly affirm and declare as follows:

1. I am employed as.....(designation of office job) in.....
establishment(mention govt. or private).....
2. My total income from my salary per month is Rs.....
(in words rupees.....)
3. My total income per month from other sources is Rs.....
(in words rupees.....)
4. Thus my over all total income from all sources per year is Rs.....
(in words rupees.....)

Date:

Signature of the parent/guardian.....

Place:

Full name (in block letters)

Address in full.....

.....

Phone No

[illegible]

To be certified by the employer

Certified that the statements made by the employed serving under me are true.

Date:

Signature of head of office or establishment.....

Place:

Full name (in block letters)

Round seal of the office:

Name & Address of the office/establishment.....

.....

Phone No

[illegible]

INCOME CERTIFICATE

ANNEXURE-II

(Unemployed and self employed parent/guardian can be fill up and use this format as it is).

DECLARATIONS

I shri/smti.....do hereby solemnly affirm and declares as follows:

1. I am the father/mother/guardian of Mr/Mrs.....who is applying for Post Matric Scholarship for ST.
2. I am not employed in any government/private office/establishment/institution.
3. My total income from all sources in a month is Rs.....
(in words rupees.....)
4. My total income from all sources during the past twelve months is Rs.....
(in words rupees.....)

Date:

Signature of the parent/guardian.....

Place:

Full name (in block letters)

Address in full.....

.....

Phone No

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Countersignature of DC/Addl D.C or S.D.O (Civil) only.

i. Signature:

ii. Full name:

iii. Designation:

iv. Office seal:

INCOME CERTIFICATE

ANNEXURE-III

(Words given in this format are to be typed out on non-judicial paper of Rs 20/- (Rupees twenty) and countersigned by the designated/empowered judicial magistrate or notary public in the presence of the parents/guardian.)(Can be used by unemployed or self employed parent/guardian who do not want to use the format given in Annexure-II)

DECLARATIONS

I , Shri/Smtido hereby affirm and declares as follows:

1. I am the father/mother/guardian of Mr/Mrs..... who is applying for scholarship.
2. I am not employed in any government/semi government/establishment/institution.
3. My total income from all sources in a month is Rs.....
(in words rupees.....)
4. My total income from all sources during the past twelve months (one year) is
Rs.....(in words rupees
.....)

Date:

Signature of the parent/guardian.....

Place:

Full name (in block letters)

Address in full.....

.....

Phone No

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Identified and verified by me and solemnly declared before me by the deponent/parent/guardian.

Date:

Signature
(of the competent judicial magistrate or notary public)

.....

Place:

Full name

Designation.....

Office seal

Application Process of Post Matric ST Scholarship 2022-23

