GOVERNMENT OF NAGALAND
DIRECTORATE OF HIGHER EDUCATION
NAGALAND: KOHIMA

NAGALAND STATE MERIT SCHOLARSHIP
(Sponsored by the Government of Nagaland)

Guidelines for Nagaland State Merit Scholarship.
https://scholarship.nagaland.gov.in

Eligibility:

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

1. The applicant must be an indigenous inhabitant of Nagaland and pursuing post matric (above class X) studies in recognised institution.

<div align="center">OR</div>

Non-indigenous inhabitants of Nagaland who are permanently settled in Nagaland and secured top 10 positions in Board/ University (within Nagaland) can also apply for this scholarship by enclosing necessary documents along with Xerox copy of Permanent Resident Certificate issued by the competent authority.

2. **Fresh Application**:

   2.1. To apply for Fresh Application, a student must be studying in the first year of the Course. However, Engineering students with Lateral entry into 2nd year Engineering Degree Course after Engineering Diploma shall be eligible to apply as Fresh.

   2.2. **Qualifying Percentage to apply Fresh Application**:

Qualifying Percentage for Fresh Applications		
Present Class/Year	**Required percentage of the last qualifying examination.**	**Marks for % calculation**
XI / Diploma 1st year	Minimum 80% in class 10	Marks of best five subjects in class 10
Bachelor's Degree 1st Year	Minimum 80% in class 12	Marks of best five subjects in class 12
Engineering Degree 2nd Year (Lateral entry)	Minimum 80% in Diploma.	Marks of all papers in all semesters of Diploma.
Bachelor of Education (B.Ed.) 1st Year	Minimum 70% in Graduation (Only Graduation Marks will be considered)	Marks of all papers in all semesters of the Bachelor/Graduation course will be taken into account.
PG 1st Year	Minimum 70% at Bachelor /Graduation level	Marks of all papers in all semesters of the Bachelor/Graduation course will be taken into account.

3. **Renewal Application**: Renewal Application is meant only for the beneficiaries of previous year who

have passed the last examination with the qualifying percentage and continuing in the **same Course**.

3.1. Beneficiaries of last year who have changed their course level on completion of the course must apply for Fresh Application. ***E.g.,*** *a beneficiary after the completion of higher secondary course must apply for Fresh in BA/BSc. 1st year course or a beneficiary after the completing BA/BSC course must apply for Fresh in MA/MSC 1st year course -subject to fulfilment of eligibility for Fresh Application.*

3.2. **Qualifying Percentage to apply for Renewal:**

Qualifying Percentage for Renewal Applications		
Present Class/Year	**Qualifying Percentage of the last examination passed**	**Marks for % calculation**
XII	Minimum 80% in class XI	Marks of best five subjects in class 11
Diploma 2nd year	Minimum 80% in Diploma 1st Year	Marks of all papers in 1st & 2nd Sem.
Diploma 3rd year	Minimum 80% in Diploma 2nd year	Marks of all papers in 1st & 2nd Sem.
Bachelor's Degree 2nd Year	Minimum 70% in Degree 1st Year	Marks of all papers in 1st & 2nd Sem.
Bachelor's Degree 3rd Year	Minimum 70% in Degree 2nd Year	Marks of all papers in 3rd & 4th Sem.
Bachelor's Degree 4th Year	Minimum 70% in Degree 3rd Year	Marks of all papers in 5th & 6th Sem.
Bachelor's Degree 5th Year	Minimum 70% in Degree 4th Year	Marks of all papers in 7th & 8th Sem.
PG 2nd Year	Minimum 70% in PG 1st Year	Marks of all papers in PG 1st & 2nd Sem.

4. Students who have failed in their last examination (repeaters) are not eligible to apply.

5. A student who has fully/partially availed this Scholarship at one stage of the course but has changed to another course of the same level will not be eligible to apply. ***E.g., a student has availed this scholarship while studying BA course but is now pursuing BSc course after completing/discontinuing BA course. Such student will not be eligible as he/she fully/partially availed scholarship for the same course level.***

6. Applicant must not be a beneficiary of any other scholarship scheme.

7. Applicant must not be an employee of any government/semi government establishment.

8. Students pursuing Diploma/Certificate Course can also apply provided they fulfil the above Eligibility criteria (1- 6) and their course duration is not less than two years.

9. Students studying in NIOS can also apply, provided they fulfil Eligibility criteria 1 to 6 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

    i. Applicants are asked to read and understand the Guidelines properly before applying for the Scholarship.

    i. 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. For such joint account, applicant's name should appear first in the passbook.

    ii. Students studying within Nagaland should submit the print out of the online submitted form along with the required documents to their respective institution for verification by INO. Submission of scholarship form by individual/applicant to this Office will not be entertained for applicants studying within Nagaland.

    iii. Students 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, Below New Secretariat Complex, Nagaland, Kohima-797001**, within the stipulated time.

    iv. The Department will not be responsible for non-receipt of scholarship due to wrong/inactive bank account number/details provided by the applicant.

    v. 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.

    vi. Incomplete/wrong entries in the e-form or incomplete enclosure of necessary documents will subject to rejection.

Documents required for Fresh Applications:

i. Attested Xerox copy of Class 10 Mark Sheet.

ii. Attested Xerox copy of mark sheet(s) of the last qualifying examination(s) passed as required to calculate the Qualifying Percentage mentioned above*. **For multiple marksheets, merge the marksheets as single file and upload.***

iii. Attested Xerox copy of Scheduled Tribe Certificate and Indigenous Certificate issued by competent designated authority.

iv. Part B Form in Original (only for applicants studying outside Nagaland)

v. Permanent Residential Certificate (for Non-Indigenous inhabitant of Nagaland)

vi. Hostel Certificate: (For hostellers only)
    a. Applicant residing in a registered hostel outside Nagaland needs to enclose a Hostel certificate / commendation certificate from the hostel warden as proof.

    b. Applicant staying in recognized hostel within Nagaland should use the Hosteller Form issued by the Department.

vii. Xerox copy of the front page of Bank Passbook.

viii.   Xerox copy of Admission Receipt.

ix.   One recent passport photograph should be pasted on the printed form.

Documents required for Renewal:

i.   Self-attested Xerox copies of all mark sheet(s) of the last examination(s) passed as required to calculate the Qualifying Percentage mentioned above. ***For upload of multiple marksheets, merge the marksheets into a single file and upload.***

ii.   Part B Form in original (only for applicants studying outside Nagaland)

iii.   Hosteller Certificate: (For hostellers only)
a. Applicant residing in a registered hostel outside Nagaland needs to enclose a Hosteller certificate / commendation certificate from the hostel warden as proof.

b. Applicant staying in recognized hostel within Nagaland should use the Hosteller Form issued by the Department.

iv.   Xerox copy of Admission Receipt.

v.   Xerox copy of the front page of Bank Passbook.

Sd/-
Ex-Officio Director
Directorate of Higher Education
Nagaland, Kohima

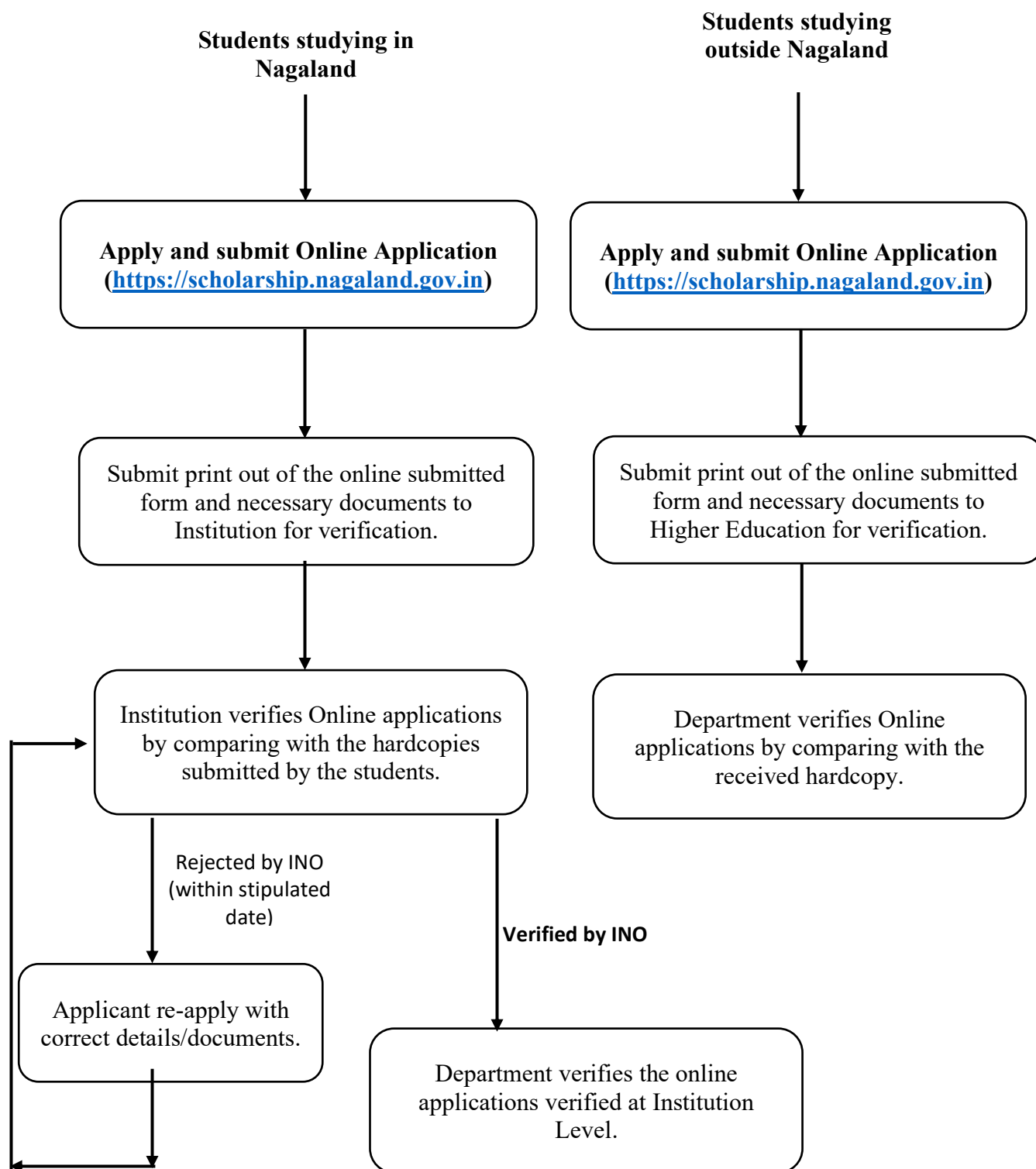# GUIDELINES FOR INSTITUTIONS WITHIN NAGALAND
STATE MERIT SCHOLARSHIP

1. All Institutional Nodal Officer for scholarship should be registered in the Common Scholarship Portal (https://scholarship.nagaland.gov.in) for online verification of applications. For registration, Institution should nominate an INO with details such as Name of INO, Phone no., email, Institution Name and District of Institution. INO Nomination letter can be sent to hescholarship@gmail.com. Upon receipt of INO nomination letter, the Department will register the INO and send the login credentials to the INO.

2. Primary Verification will be done online by the INO of the respective Institution. Once verified 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.

Sd/-
Ex-Officio Director
Directorate of Higher Education
Nagaland, Kohima

Information/Instruction for Institution Nodal Officers (INO) in Nagaland.

1. Institution Nodal Officer (INO) will be responsible for verifying the online applications submitted by the applicants of their institution.

2. INO should be thorough with the Guidelines of the Scheme.

3. Only those INOs having the login credentials issued by Higher Education will be able to log into the scholarship portal https://scholarship.nagaland.gov.in and verify the applications.

4. Login credentials are issued to the INO only after the receipt of INO nomination letter from the Institution.

5. After the login, the INO will be able to view the applications submitted by the applicants from their institution.

6. INO has to verify each online application by comparing with the hardcopy form/documents submitted by their students.

7. Online Application with incorrect/incomplete documents should be Rejected by the INO with proper reason.

8. Log with timestamp to track all activities on an Application Submitted/Deleted/Verified/Rejected by the Applicants/INOs is being maintained.

9. Online details and documents should be carefully verified. Some of the important points to be considered are:

   - Is the applicant a bonafide student of the Institution?
   - Is the applicant an Indigenous Inhabitant of Nagaland?
   - If non-indigenous, is the applicant one the toppers and permanent resident of Nagaland? Is the Permanent Resident Certificate issued by DC/ADC of the District?
   - Does the applicant have the qualifying percentage?
   - Is the Applicant a repeater/failed student?
   - Is the Applicant a Hosteller? If yes, whether Hostel form issued by Higher Education was uploaded.
   - Has the applicant uploaded the required examination marksheet(s)?
   - Is the applicant's Class/Year correctly mentioned in the form?
   - Is the applicant's Course Name correctly mentioned in the form?

Application Process of State Merit Scholarship.

Students studying in Nagaland

Students studying outside Nagaland

Apply and submit Online Application (https://scholarship.nagaland.gov.in)

Apply and submit Online Application (https://scholarship.nagaland.gov.in)

Submit print out of the online submitted form and necessary documents to Institution for verification.

Submit print out of the online submitted form and necessary documents to Higher Education for verification.

Institution verifies Online applications by comparing with the hardcopies submitted by the students.

Department verifies Online applications by comparing with the received hardcopy.

Rejected by INO (within stipulated date)

Verified by INO

Applicant re-apply with correct details/documents.

Department verifies the online applications verified at Institution Level.

PART – B Merit (for students studying outside Nagaland)

(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.........................

UNDERTAKING TO BE SIGNED BY THE HEAD OF THE INSTITUION

I undertake that if the applicant leaves the institution/discontinue studies/is a repeater 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.**