From

The District Education Officer,
Chandigarh Administration

To

All the Heads of Govt./
Govt. Aided/ Pvt. Recognized High & Sr. Sec. Schools,
UT, Chandigarh

Memo No. DEO/UT/A5/2023/ 33771-72
Dated Chandigarh, the: 19|12|23

Subject: - **Pre- Matric Scholarship Scheme for SC Students for Class IX and X for the session 2023-24**

It is intimated that the online application has been invited for Pre-Matric Scholarship to SC Students for **Class IX and X only** . The Scheme will be implemented through National Scholarship Portal (NSP). The students can apply under these schemes through URL www.scholarships.gov.in .
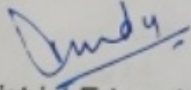
Time-line for scholarship:-

Sr. No.	Activities	Scheme closing date	Defective application verification Date	Institute Verification
1.	Submission of Online applications	05.2.2024	10.02.2024	20.02.2024

Further the following points/instructions/guidelines are also suggested to the Institute Nodal Officer for smooth functioning of scholarship work:-

(1) All the Institute Nodal Officer are advised to verify the application as and when received as the ministry will close the portal in stipulated period and further no extension will be given. The timelines need to be adhered to strictly

(2) It has been observed that after the last date(s) of verification during the previous session, large number of fresh as well as Renewal applications are left pending for verification at INOs level. Therefore, all INOs are advised to look into this issue and ensure that no application remains unverified after the last date(s) of verification during 2023-24.

(3) All verification authorities (INO/DNO/SNO) can mark an application fake if he/she is satisfied that the applicant is not a bonafide student. In other circumstances, in case of non-fulfillment of eligibility criteria or inconsistency of records, the verifying authority may either reject the application or mark it defective and give the applicant another opportunity to correct their records.

(4) Aadhaar based demographic authentication of Institute/ District/ State Nodal Officers is compulsory. Therefore, you are requested to complete your aadhar based demographic authentication at the earliest.

(5) The application can see the major conditions of eligibility as well as time-lines and FAQs with regards to various activities relating to submission of application form on the NSP homepage of the website i.e. www.scholarships.gov.in.

(6) The eligible candidates can apply through online on the website of common National Scholarship Portal of Govt. of India under URL www.scholarships.gov.in. Applicant will take print-outs of the duly filled-in application forms and to submit the same alongwith all supporting documents to their respective institutes.

(7) All INOs are suggested to verify the applications of the students on NSP Portal using their Institute User ID and Password, well in time.

(8) All INOs are advised to submit KYC registration form to this office, if not done in previous session.

(9) It must be ensured that the accounts of beneficiaries should be linked with Aadhar.

(10) It is directed that special camp should be organized in school premises to introduce the scheme to the students. Copy of the scheme also to be advertised on the notice Board of the school.
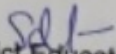
District Education Officer
UT, Chandigarh

DA/As above

Endst No. /Even   Dated

A copy is forwarded to the Deputy Director-IV-Cum Scholarship incharge O/o Director School Education, UT Chandigarh for information.

District Education Officer
UT, Chandigarh

GUIDELINES

PRE- MATRIC SCHOLARSHIPS

SCHEME

FOR SCHEDULED CASTES & OTHERS

(2021-2022 to 2025-26)

GOVERNMENT OF INDIA
MINISTRY OF SOCIAL JUSTICE &
EMPOWERMENT

Department of Social Justice & Empowerment

(MARCH, 2022)

1. Background

With the objective of promoting literacy and uninterrupted education at the pre-matric level for children belonging to Scheduled Castes and children of parents/guardian who are engaged in unclean and hazardous occupations, the Government of India has been implementing two Centrally Sponsored Schemes, namely (i) the Pre-Matric Scholarship Scheme for SC Students and (ii) Pre-Matric Scholarship scheme for the children of parents/guardians engaged in unclean and hazardous occupation since 01.07.2012 and 01.04.1977 respectively. Keeping in view the large overlap in the target groups of these schemes, and with the objective of streamlining the implementation and optimizing resources, it has been decided to merge them into single scheme namely, 'Pre-matric Scholarship Scheme for SC Students & Others' w.e.f 2021-22. In order to have a separate data base for policy and planning purposes, this scheme will have two components, one for SC students studying in classes IX and X (Component 1), and the other for the children studying in Classes I to X, of parents/guardians engaged in unclean and hazardous occupation (Component 2).

2. Objectives

2.1 The scheme aims to support, through financial assistance, parents of children belonging to Schedules Caste and other disadvantaged categories for education of their wards studying at the Pre-Matric stage so that their participation improves, the incidence of drop-out - especially in the transition from the primary to the next level and elementary to the secondary stage - is minimized, they perform better and have a better chance of progressing to the Post-matric stage of education

3. Scope

3.1 Scholarship under the Scheme will be available for studies in India only and will be awarded by the Government of the State/Union Territory to which the applicant belongs i.e. where he is domiciled.

3.2 The scholarship will be provided for students studying in Government School and private schools which have been duly recognized by the concerned State Government/ Union Territory Administration/ Central Board having valid UDISE code.

3.3 Further, in order to cover the poorest households, the State Governments shall ensure that the poorest students belonging to all the eligible categories are identified and encouraged to enroll under the scheme.

4. Conditions of Eligibility of Students

4.1 The scholarships are open to Nationals of India only.

4.2 The other eligibility criteria are as follows:

4.2.1 **Component 1:** Pre Matric Scholarship for SC students
   i. The students should be studying in class IX and X on a full time basis.

   ii. They should belong to a Scheduled Caste.

   iii. Their Parent/Guardian's income should not exceed Rs. 2.50 lakh per annum.

4.2.2 **Component 2:** Pre-Matric scholarship for children of parents/guardians engaged in Unclean and hazardous Occupation

i. The students should be studying in classes I to X on a full time basis

ii. Scholarship will be admissible to the children/wards of parents/guardians who, irrespective of their caste/religion belong to one of the following categories;
   a. Persons who are Manual Scavengers as defined under section 2(I) (g) of Manual Scavengers Act 2013
   b. Tanners & Flayers;
   c. Waste pickers and
   d. Persons engaged in hazardous cleaning as defined in Section 2(I) (d) of Manual Scavengers Act 2013.

For the purpose of classification in this category, the eligible candidates will be required to submit a certificate from District Social Welfare officer/ identified officer of Local body/ Civic Agency/any such authority as designated by State Government.

iii.   There is no family income ceiling under this component of the Scheme.

4.3   A scholarship holder under this scheme will not hold any other educational scholarship for the purpose of studying in class I to X. If awarded any other educational scholarship for studying in classes I to X, the students can avail of either of the two scholarships as per his/her choice and should inform the awarding authority to the Head of the Institution about the option made.

4.4   The condition stipulated in this Ministry's notification no. 428 dated 16.02.2017 relating to provisions contained in Section 7 of the Aadhaar (Targeted Delivery of Financial and other Subsidies, Benefits and Services) Act 2016 are to be followed with further stipulation that if, for any reason, the authentication of Aadhaar fails in respect of any applicant, such an individual should be permitted to establish his/her identity by any other means so that genuine persons are not deprived of their benefits. However, the parents of the students shall be encouraged to have Aadhaar linked Bank accounts to facilitate payments through the Aadhaar Payment Bridge.

5. Role of the State Governments

5.1   While all the SC students with parents'/guardians' annual income of upto Rs 2.50 lakh per annum are eligible, however, the State Government will make special efforts to identify the poorest eligible households from various sources and enroll students under the scheme in a mission mode. Further, these students would be monitored on regular basis so that they continue with their studies. Such students shall include (i) students from households with three or more deprivations as per SECC-2011 (ii) students from households where one or both the parents are illiterate In this regard, States/UTs will launch special campaigns to identify and cover such students.

5.2   The States/UTs may adopt methodology suitable to the local conditions for identification of such students e.g. SC majority districts/blocks/villages may be taken first for identification of poorest students, families of children falling in Component 2 may be identified in association with local bodies, Municipal Corporations or students leaving class at different levels may be tracked in association with the education department or data emanating from other Central/State schemes indicating the dropouts rates or other sources as deemed fit. Every State Government shall undertake a campaign every year in March/April to identify such students and mentor them to enroll and avail scholarships.

5.3   Awareness drive shall be undertaken by the State Governments/UTs about the scheme through the Gram Panchayats Notice Boards, school committees, and discussions in the parent-teacher association meetings and other public awareness measures, in order to extend its coverage and also minimize any misuse by unscrupulous elements.

5.4   The States are required to take up identification of the students for fresh enrollment by taking up systematic drive covering all the primary/secondary schools and encouraging the pupils who have dropped out to come back to education.

5.5   State Government will ensure that the beneficiary, at the time of admission, applies for the scholarship also. In this regard, the State Government may open facilitation centers or nominate a nodal officer in the educational institutions so that the entry into the student database for renewals and fresh admissions can be done in a stipulated time-frame.

5.6   The State Governments shall put in place a scholarship portal that has all features as prescribed in para 11 of these guidelines and share the data on a real-time basis with the Central portal.

5.7   The State/Central Government shall have robust monitoring systems, including field inspections, social audits, data analytics etc. so that timely payments are made to eligible beneficiaries. Physical verification at various levels viz. State/ District and Block level, shall

be done covering at least 10% of the institutions/ students chosen randomly through an algorithm.

6.   Components of the Scholarship

6.1   With effect from 2022-23, the students shall be given a consolidated academic allowance, as follows:

Day Scholar- Rs. 3500 per annum

Hosteller   - Component 1- Rs. 7000 per annum

Component 2- Rs. 8000 per annum (For Class III-X)

(i) In addition, a 10% extra allowance shall be given to Divyang (Disabled) students. The disability as defined under the relevant Section of Right of the persons with Disability Act, 2016. The appropriate Government shall designate persons, having requisite qualifications and experience, as certifying authorities, who shall be competent to issue the certificate of disability.

7.   Application for Scholarship and Verification

7.1   Application-on-the-day-of-admission: The institutions/ schools shall ensure that all students admitted to their institution apply on the IT portal for the scholarship on the same day as the date of admission into the institution.

7.2   On the day of admission itself, the institution shall verify on the scholarship portal that the student has taken admission in the institution and is now a bona fide student of the institution.

7.3. In case of renewal students, the student shall be auto-renewed based on the attendance and confirmation from the institution of the student having been promoted to the next class and having joined back the School/ Institution.

8.   Funding Pattern of the Scheme

8.1   There will be a 60: 40 sharing ratio between the Centre and States. For North Eastern States and for the states of Uttarakhand and Himachal Pradesh the sharing ratio will be 90:10. For UTs without legislatures, 100% funds shall be provided by Centre.

8.2   The total number of scholarships per year under the scheme shall be pegged at the highest of the past 3 years for which database is available. The sharing of funds between Centre and State would be of the total demand of the State for the eligible students under the Scheme for that particular year.

8.3   All the State Governments and Union Territory Administrations implementing the scheme will maintain the data of all the beneficiaries along with the amount of scholarship on their online portal.

8.4   Implementation of the Scheme shall be done as per the provisions of GFR (2017).

9.   Payment Mechanism

9.1   The entire scholarship amount - both from the State and Central Government - including the academic allowance and disability allowance, if any, will be paid directly into the account of the students or parents ONLY through DBT preferably through an Aadhaar Based Payment System (Aadhaar Payment Bridge). The State Government may take consent from the parents/guardian before utilization of their Aadhaar Cards, if used for the purpose of Aadhaar Based Payment. The Central share would be paid directly to the account of beneficiary/guardian w.e.f 2022-23, after ensuring that the concerned State Government has released their share. The States shall preferably release the payments through PFMS System so that the accounts of the students/ parents are not required to be validated again.

9.2   Central Assistance will be released under the revised funding pattern as per para 8.1 for FY 2021-22. No arrears of Central share for 2021-22 or earlier will be given to States in FY 2022-23 or later. Also, the accounts & UCs for the funds released up to the year 2021-22 should be settled by State by the end of FY 2022-23.

9.3   Disbursal of scholarships for all applications (fresh/renewals) shall be made in one installment as per the following schedule w.e.f2022-23:

Dates of receiving of applications	Date by which State share (40%; 10% in case of NE States and states of Uttarakhand and Himachal Pradesh) should be released	Date by which Central share (60%; 90% in case of NE States, Uttarakhand and Himachal Pradesh and 100% in the UTs without legislature) should be released
From 1st April to 31st July	15th August	30th August
Applications received after the due dates	Within 2 months after submission of application	Within 1 month after release of state share by the State Government and sharing of data in the central portal.

9.4   There shall be no delays in payment of the scholarships. For this purpose the State shall ensure that their installments are disbursed to the students by the timelines defined in previous para so that the Central share can also be released in time.

9.5   The Ministry of Social Justice vide notification number 428 dated February 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.

9.6   The authentication through Aadhaar would be compulsory at the time of renewals, if not provided earlier at the time of admission.

10.   Duration and Renewal of Awards

10.1   The award once made will be payable until the student passes Class X, subject to satisfactory academic performance and attendance of 75% in every academic year. The attendance will be verified through Aadhaar based attendance System.

10.2   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.

10.3   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.

11.   IT Framework

11.1   The scheme shall be run on an online platform with robust cyber security measures that would assure transparency, accountability, efficiency, and timely delivery of the assistance without any delays. The National Scholarship Portal (NSP) would be suitably modified for this purpose.

11.2   If any State is already running an online portal that fulfills all the laid down parameters, they can continue with it, but shall share the data on real-time basis to the National Scholarship Portal or any other portal as specified by the Department of Social Justice & Empowerment in due course through instructions for enabling constant monitoring. Therefore, all States/UTs implementing the scheme will migrate to online processing of disbursal of scholarships, where not already done. The scholarship portal should mandatorily have the following features:

a. At the time of admission, every student should provide 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. The Aadhaar authentication is mandatory in case of renewals, if not provided at the time of admission. The Aadhaar number entered by the students should go through demo-auth on real-time basis before allowing entry into the registration portal.

b. The States shall undertake fool-proof verification of the eligibility, caste status, Aadhaar identification and bank account details on the online portal.

c. There shall be no upload of any documents or any certificates into the system. All data should be auto-verified by linking databases through digilocker or any such mechanism, such as database of income certificates, domicile and caste certificates issued by State/District Administration, using Aadhaar number as the link.

d. All verification process of the students should be done using the above authenticated databases automatically using the digital process with little or no manual intervention. There should be no system of verification by the institutions or even the district level officers. Till such time such a system is put in place, the manual verification shall be completed within 30 days from the date of application, with a provision for 'presumed approval' if the same is not completed within 30 days.

e. A suitable system will be put in place for taking Aadhaar based attendance system which is non-intrusive and automatic. Till such a system is finalized by the Central Govt., the institution shall upload the attendance of the scholarship holder every month in the Attendance module that would be developed in the IT system.

f. There shall be no system of calling for the bank account details of the students and authenticating it. All payments should preferably go through Aadhaar Based Payment System (APB – Aadhaar Payment Bridge) after checking the Aadhaar number with the NPCI mapper.

g. The renewals should be automatic based on promotion to the next class and having the required attendance, subject to confirmation of the student having joined back the same course as hosteller/day scholar, as the case may be. There should not be any requirement for the student to apply for renewals.

h. A performance module to monitor the progress of student as well as performance of the institution should be suitably designed and incorporated.

i. Apart from this, the States shall maintain a complete database of the beneficiaries under various other scholarship schemes to ensure de-duplication of the beneficiaries.

j. The portal shall incorporate an online grievance redressal mechanism linking all the authorities responsible for implementation on the scholarship portal.

k. There shall be a provision indicating the students of the poorest households, as per the parameters provided under the Scheme, selected for scholarship.

l. The portal will make arrangements so that the students, once declared blacklisted, may not be able to apply for scholarship again.

12.   Annual Action Plan

12.1   Every participating State/UT, on or before 28th February of the preceding year, will prepare a State level Annual Plan for the Pre Matric SC and others. For the financial year 2022-23, the State Government can submit the proposal latest by 31st March 2022 (For FY 2022-23 only). The Action Plan should give clearly the targets, eligibility, proposed coverage separately for poorest households, processes for identification, systems for monitoring etc.

12.2   The Department will constitute a Project Appraisal Committee (PAC) to appraise and approve the Annual Action Plans w.e.f 2022-23. These plans would be appraised by the Centre and the outlay for each State would be finalized before 30th March, of every year

(for FY 2022-23, this date may be treated as 15ᵗʰ April 2022). The constitution of the committee will be informed through separate instructions.

13.   Performance of the States/UTs

13.1   The performance of the States/UTs would be measured annually on certain parameters like (i) payments as per the given time schedule (ii) coverage from the poorest households (iii) academic outcomes of the scholarship-holders (iv) Implementation of Aadhaar based attendance (v) Digitization of various certificates required for determining eligibility etc.

13.2. The States/UTs would be ranked on the above parameters and top performing States will be awarded. The details in this regard will be prepared after consultations, and will be shared through instructions in due course.

14.   Announcement of the Scheme by States/UTs

14.1   All the State Governments/UT Administrations will announce starting from April, 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 modes of media.

15.   Evaluation/Social Audit and follow up action

15.1   There shall be thorough evaluation of the outcomes of the scheme in regular intervals to ascertain the effectiveness of scheme implementation and for tracking the progress of the students. This may include conduct of social audits once a year, annual third-party evaluation, and half-yearly self-audited reports from each institution.

15.2   The social audits are to be conducted by the Social Audit Units of the State Governments formed by the Ministry of Rural Development, Govt. of India duly meeting the cost from the administrative cost of the scheme.

15.3   The State Government shall also set up a robust monitoring mechanism for monitoring the academic progress of the students enrolled to the scheme.

15.4   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 outcomes. The State Action Plan should contain clear provisions for this.

16.   Administrative Charges

16.1   The administrative cost for administration, monitoring and evaluation shall be limited to 1% of the annual scheme cost. The cost would be utilized for development of portal, conduct of social audits, publicity and awareness or any other activity for the efficient implementation of the scheme.

16.2   Each State/UT shall project the requirement of funds for undertaking the monitoring of the implementation, in its Annual Action Plan. This would be considered by the PAC, ensuring that the total outflow on this count does not exceed 1% of the annual outlay.

17.   Mechanism for redressal of grievances

17.1   There shall be an online grievance redressal mechanism linking all the authorities responsible for implementation on the scholarship portal.

17.2   The student shall be able to lodge a grievance either through the portal or by a mobile app.

17.3   Every institution shall have a Grievance Redressal Officer (GRO) who is responsible for entertaining the grievances and resolving them by following up with the appropriate authority.

17.4   The non-resolution of the grievance at the institution level in a given time frame shall automatically be escalated to the district and later to the State level for resolution.

18.   Other Conditions for the Award

18.1   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.

18.2   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.

18.3   The provisions of this scheme can be changed at any time at the discretion of the Government of India.

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