



सत्यमेव जयते

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# **National Scholarship Portal**

## **Standard Operating Procedure (SOP) of Department of Empowerment of Persons with Disabilities**

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# **1. National Scholarship Portal**

## **1.1 Objective**

The purpose of this document is to describe the life cycle of Scholarship disbursal process through National Scholarship Portal (NSP) and intermediary processes involved therein. This document attempts to identify different sub-processes, stakeholders, roles and responsibilities of stakeholders, communication protocol between processes and feedback mechanism.

The scholarship applications have been classified into the following two categories:-

1. Fresh Application
2. Application for renewal of scholarship

## **1.2. List of Schemes covered under the Academic Year 2017-18:**

- 1.2.1 Pre-Matric scheme for Student with Disabilities
- 1.2.2 Post-Matric scheme for Student with Disabilities
- 1.2.3 Scholarship for Top Class Education for Student with Disabilities

## **2. The NSP Lifecycle**

The entire Scholarship disbursal process for every Academic Year (henceforth AY) has been divided into the following: -

- Registration/Application Phase
- Eligibility Criteria
- Documents required
- Verification Phase
- Merit List Preparation & Lot Generation Phase
- Scholarship Approval & Disbursal Phase

If the last date for various timelines indicated under each phase is a government holiday, then it will be considered to be the next working day.

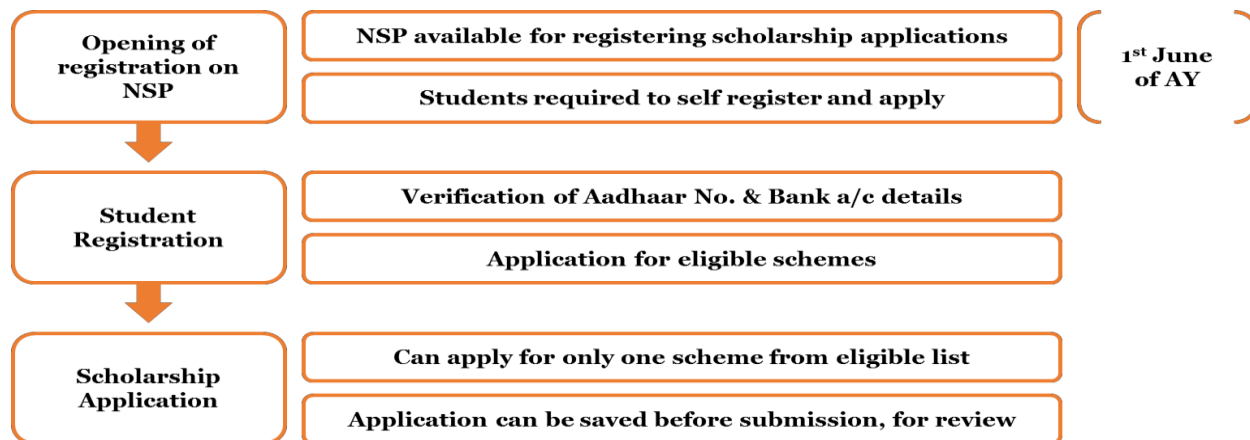
### **2.1. Registration of verifying authorities on NSP**

Though, registration is a continuous process, the Verifying Authorities (Institute/School) may register themselves on NSP by 1<sup>st</sup> March of AY to be eligible to participate in the following AY.

This would include registration by the Institutes/Schools. For registration, Institutes/Schools are required to have **DISE/AISHE codes**. Institutes/Schools desirous to onboard on NSP will make request by filling up a registration form available on NSP. This registration form will capture details of the Institute/School viz. Name, address, registration number, affiliation, contact no, email, etc. Additionally, the Institute / School are also required to fill up details of such courses they want to register, including name of the course, duration of the course, recognition, annual course fee, eligibility criteria of admission etc. Thereafter, the next verifying authority viz. State authority, as the case may be, will verify the details of the Institute/School and accord approval to it. Subsequently, the Institute/School will be added in the database of NSP and will be provided with **credentials (login/password)** for the Portal. Simultaneously, the verifying authorities will also verify and approve course details entered by the Institute/School in their registration form. On approval, these courses will be added in the NSP database against the Institute / School. Simultaneously, (school + course) details will also be associated with the relevant scholarship scheme. In case the School / Institute proposes to provide Scholarship to more than one category, the details of courses and credential of the School / Institute will need to be verified and approved by verifying authorities of respective scholarship schemes simultaneously. This is a continuous process and **verifying authority needs to approve the request within 30 days period**. However, **Institutes/Schools/Courses added before the last date i.e. 31<sup>st</sup> March of AY will be only allowed to participate in the scholarship process for the AY**. Further, once added, the Institutes/Schools may be allowed to **change only their contact details**. Any request to change the metadata (course registered, course fee etc.) will be subject to verification and acceptance by the concerned verifying authority. **All existing verifying Authorities(Institute/School/State, in all cases, are, however, necessarily required to update their metadata (including contact details and course details) and get it validated in the beginning of every academic cycle.**

### **2.1.1 Registration/Application Phase**

The following figure depicts an overview of the activities undertaken in the Registration / Application Phase.



### 2.1.2 Time Lines for Student Registration

The Portal will be opened for registration w.e.f 1<sup>st</sup> June of every AY. For pre-matric scholarships and remaining scholarship schemes, the last date for submitting applications will be **30<sup>th</sup> September and 31<sup>st</sup> October** respectively. **These timelines may be strictly adhered to for timely disbursement of scholarships.**

### 2.1.3 Registration of Students on the Portal

Before applying for a scholarship scheme on NSP, a student may keep following documents ready:-

1. Aadhaar Number
2. An Aadhaar seeded Bank account – In his/her name exclusively for post-matric and top class scholarships, in his/her name either exclusive or joint account with any of his/parent in case of pre-matric scholarships.
3. A valid Mobile Number
4. An Email id
5. Income certificate issued by the designated authority as per the scheme requirement
6. Disability certificate,

The Registration and thereafter application for a scholarship scheme by Students will be segregated into two separate processes. An instant verification mechanism for Aadhaar Number Bank account details of the students will be enabled on the Portal. Students need to apply through the common application form for all pre-matric scholarships and another common form for all the remaining scholarships. On successful verification, the students will be allowed to fill up their details essential for establishing their eligibility for scholarships. The Portal will display a list of schemes for which the student is eligible to apply on the basis of his/her inputs. Detailed guidelines and FAQ on these

schemes will also be displayed. The students must go through the scheme details and FAQ to make an informed choice.

### **2.1.4 Applying for Scholarships**

Only registered and verified students will be allowed to apply for scholarships. **A student will, however, be allowed to apply for one scheme only from the displayed list of eligible schemes. The Portal will incorporate a provision to save the application before making final submission.** The student will be allowed to make multiple changes in the Saved details, before final submission. **However, after submission, the student will not be allowed to make any change(s) in his/her application, including change in opted scholarship scheme.** The students may, however, be allowed to change their personal details except Aadhaar Number at a later stage, **in exceptional circumstances**, after due verification of authenticity of claim by an authority registered on NSP, not below the level of State Authority.

### **3. Eligibility Criteria**

- (a) A citizen of India
- (b) A person with disability having not less than 40% disability and having a disability issued by any competent medical authority.
- (c) 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.
- (d) Scholarship for studying in any class will be available for only one year. If a student has to repeat a class, he/she would not get scholarship for that class for a second (or subsequent) year.

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, which is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made.

The following table depicted the Scheme –wise eligibility criteria:-

<b>Eligibility</b>	<b>Pre-Matric</b>	<b>Post-Matric</b>	<b>Top Class Education</b>
<b>Course level</b>	IX & X	XI to POST GRADUATE DEGREE/DIPLOMA	POST GRADUATION DEGREE/DIPLOMA IN <b>240 notified Institutions are eligible.</b>

Course Type	Regular/Full Time	Fulltime & distance Education (both)	Regular/Full Time
Annual Parental Income	₹. 2,00,000/- (₹. two lakh)	₹. 2,50,000/- (₹. two lakhs and fifty thousand)	₹. 6,00,000(₹. six lakh)
Previous Year percentage	33%	33%	40%

### 3.1. Scheme-wise documents list

**Institute/State Please Note** that up to Scholarship Amount is  $\leq$ ₹. 50,000/-, No Documents are required to be uploaded on the portal. Students have to submit documents to their respective schools/institutions.

**The list of documents to be submitted to the college/institution/school:-**

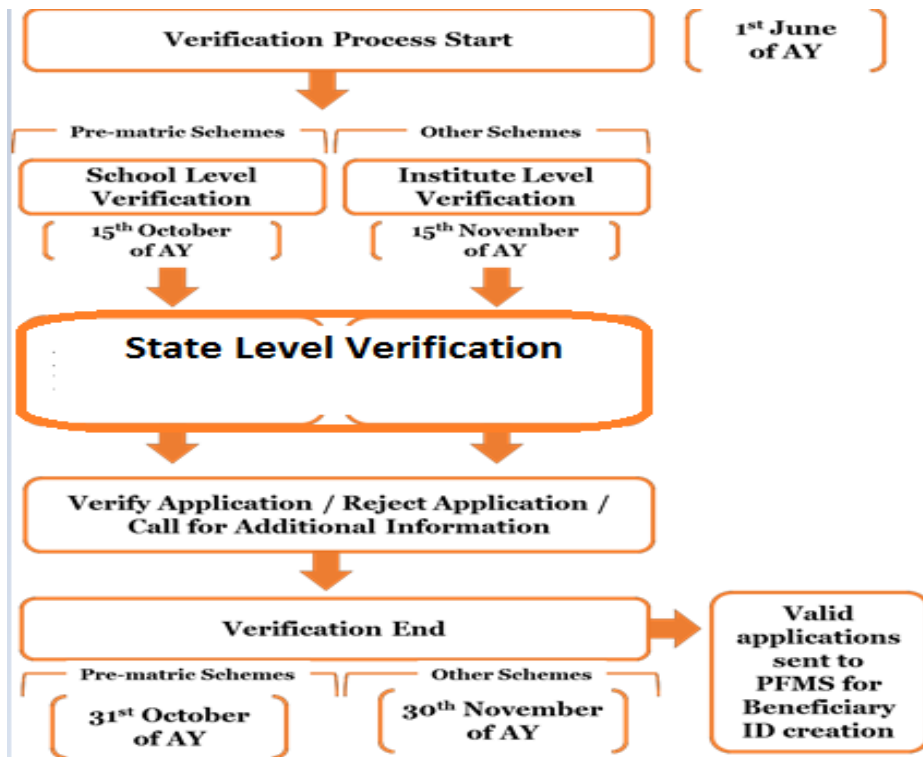
- (1) Aadhaar id or if not available Aadhaar enrollment No. (If either Aadhaar or Enrollment no. is not available) then scanned copy of bank passbook with photo.
- (2) Disability certificate issued by the competent authority designated by the District Medical officer/civil Surgeon of a Govt. Hospital.
- (3) Parental income certificate issued by the designated authority as per scheme (duly signed by revenue authority (eg. Tehsildar). Form 16 is not acceptable
- (4) Copy of previous year mark sheet.
- (5) Tuition fee receipt.
- (6) Scanned copy of bank passbook with photo.

**Student whose scholarship amount is  $>$ ₹.50,000/- will have to upload the following documents online in the portal:**

- (7) Student photograph
- (8) Scanned copy of parental income certificate (duly signed by revenue authority/tehsildar.(form 16 is not acceptable)
- (9) Scanned copy of Aadhaar card/Aadhaar enrollment no.
- (10) Scanned copy of disability certificate issued by the competent authority designated by the District Medical officer/Civil Surgeon of a Govt. Hospital.
- (11) Scanned copy of previous year mark sheet
- (12) Tuition fee receipt of current course year.
- (13) Scanned copy of bank passbook with photo.
- (14) Receipt of purchase of computer and aids & assistive device to be uploaded(**only in case of Top-Class Scholarship scheme for SwDs**)

## 4. Verification Phase

The following figure depicts an overview of the activities undertaken in the Verification Phase.



### 4.1. Roles & Responsibilities of Stake Holders

STAKE HOLDERS	PRIME WORK
<b>Student Applicant</b>	Primary User of the NSP2.0 application
<b>School/College Institution (LEVEL-1 VERIFICATION)</b>	<ul style="list-style-type: none"> <li>• Update Courses</li> <li>• Update Fee Amount in student Application form. If fee entered by the student is found to be incorrect .Institute/College may rectify it.</li> <li>• Verification of application</li> </ul> <p><b>Note:-</b>After verification of application by the Institute, it was found that Fee entered is incorrect, the Institute will be held responsible for this act. If fake applications of student are verified, action will be taken against the Institute/College.</p>



<b>State Nodal Officer (LEVEL-2 VERIFICATION)</b>	<ul style="list-style-type: none"> <li>Responsible to provide login credential to Institution</li> <li>Responsible to verify new Institute and their courses in NSP</li> <li>Update Fee amount, Aadhaar No. and Account no.</li> <li>Verify/Reject applications</li> <li>Generation of payment lot on NSP Portal.</li> <li>Apply digital signature on payment file on PFMS portal</li> </ul> <p><b>Note:-</b><i>If fake applications of student are verified, action will be taken against the State</i></p>
<b>Central Ministry-Sanction Officer(PFMS Portal)</b>	<ul style="list-style-type: none"> <li>Responsible for sanction creation and disbursement of fund to the beneficiary's bank Account.</li> </ul>
<b>PAO/PFMS</b>	<ul style="list-style-type: none"> <li>Responsible for the release of funds from the Central Govt. though the access of PFMS system and release of scholarship amount.</li> </ul>
<b>Central Govt. Ministries/departments</b>	<ul style="list-style-type: none"> <li>Responsible for implementing Scholarship Schemes</li> </ul>

## 4.2. Time Lines for Verification

The Verification of applications will be undertaken concurrently along-with the application process. The verification process will therefore, start from **1<sup>st</sup> June of every AY**. The last date for verification for the pre-matric schemes will be **31<sup>st</sup> October of every AY (wherein the last date for the first level of verification will be 15<sup>th</sup> October of every AY)** and for the remaining schemes will be **30<sup>th</sup> November of every AY (wherein the last date for the first level of verification will be 15<sup>th</sup> November of every AY)**.

### The Matric delineation of Verification TimeLines

<b>Schemes</b>	<b>Verification by Institute by upto</b>	<b>Verification by State</b>
Pre-Matric Scheme for SwDs	15 <sup>th</sup> October	31 <sup>st</sup> October
Post-Matric scheme for SwDs	15 <sup>th</sup> November	30 <sup>th</sup> November
Top-Class scheme for SwDs	15 <sup>th</sup> November	30 <sup>th</sup> November

## 4.3. Stages of Verification

Only two phase verification will be available for all scholarship schemes. For pre-matric schemes, the first level of verification will be done at the School level and second level of Verification will be at the State Government level. In the remaining scholarship schemes the first level of verification will be done at the Institute level and second level of verification will be done at the State. The NSP Portal will filter the applications on the basis of School/Institute Code and make them available instantly under their login for verification. Since, Aadhaar details of the candidate

will be directly verified from UIDAI at application stage, the **Aadhaar details of the applicants will not be shared with the Verifying Authorities to prevent accidental misuse.** A check list will also be provided by the Portal against which verification is required by the concerned authority.

<b>S.NO.</b>	<b>Name of Scheme</b>	<b>Workflow to be followed by the Verifying Authority</b>
<b>1</b>	Pre-Matric Scholarship for Students:	School-> State
<b>2</b>	Post-Matric Scholarship:	Institute->State
<b>3</b>	Top Class Education:	Institute->State

For Verifying Authority following three options exist: -

1. To verify the application
2. To reject the application
3. To call for additional information for verification

If the Institute/School needs additional information for verification, the Portal will provide a facility to send SMS/Email to the concerned student. **Further, at this stage only Institute / School will be allowed to make changes in application (in select fields only) and a log of the same will be maintained on the Portal.** The Institute/School will verify every application individually and facility of bulk verification will not be available for the first level of Verifying Authority.

An application duly verified by the first level of Verifying Authority (Institute/School) will be treated as **Valid Application** and counted for. An application which does not get verified by the first Verifying Authority will be treated as an **Invalid Application**. **The valid applications will be simultaneously sent for obtaining Beneficiary id from PFMS.**

Only **valid applications** will be displayed to the second level of Verifying Authority. The second level of Verifying Authority will be provided with the facility of bulk verification. **However, NSP may provide a mechanism to facilitate the second level of verifying authority for monitoring the progress of verification by the first level of verifying authority.**

NSP will provide a mechanism to monitor the verification process on real time basis. This mechanism will indicate reasons for delays, rejection report with reasons, and institute-wise pendency report.

## 5. Value of Scholarship-Fee Configuration

The Value of Pre-Matric, Post-Matric and Scholarship for Top class Education is given in tabular form complete duration of course:-

**a) Pre-Matric Scheme for SwDs:-**

Given in Annexure-I

**b) Post-Matric Scheme for SwDs:-**

The value of Post-Matric scholarship includes the following for complete duration of course group I,II,III,IV:-

Given in Annexure-I

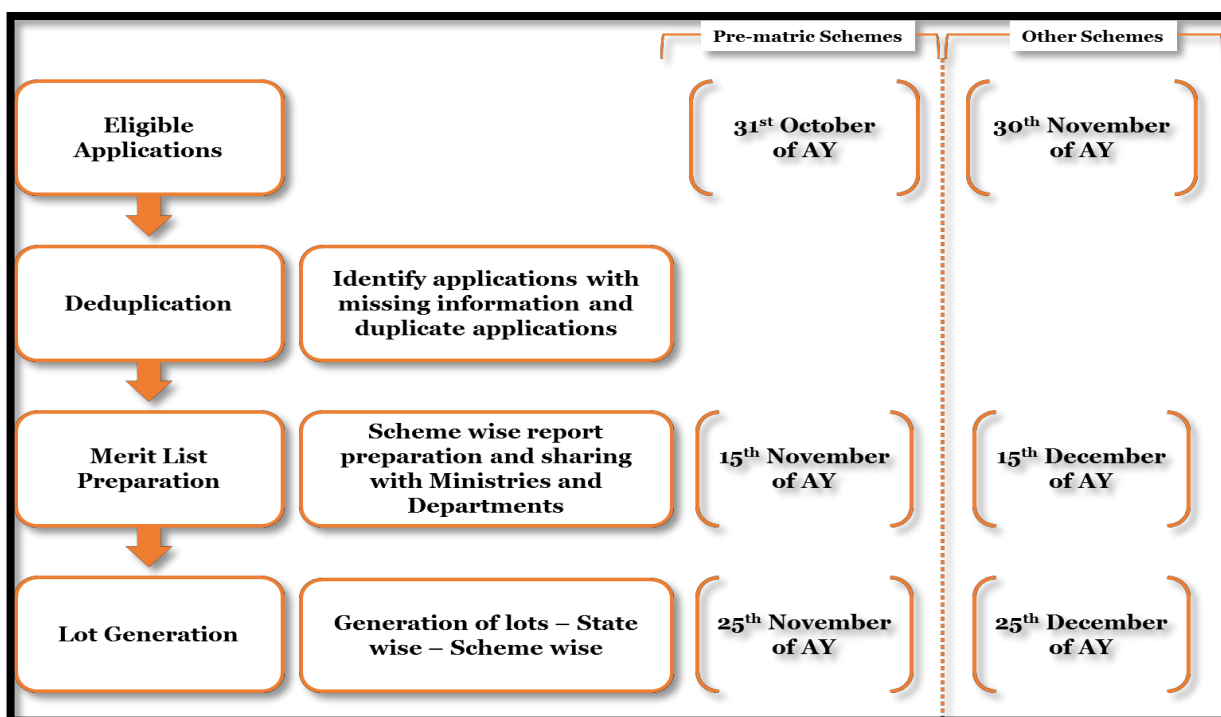
**c) Scholarship for Top Class Education:-**

Given in Annexure-I

## 6. Merit List Preparation & Lot Generation Phase

Duly verified applications received up to **31<sup>st</sup> October of AY for pre-matric schemes and up to 30<sup>th</sup> November of the AY** for the remaining schemes will be treated as **Eligible Applications** and considered for Merit list preparation and thereafter lot generation.

The following figure depicts an overview of the activities undertaken in the Merit List Preparation & Lot Generation Phase.



### 6.1. Merit List preparation

All the de-duplicated applications will be bundled as per their schemes. A scheme-wise report will be prepared and shared with all the respective Ministries / Departments at this stage. Each Ministry / Department will share their methodology for merit list generation, with NIC. To facilitate the process, each Ministry/Department will constitute a team comprising of at least one officer from concerned Program Division and one NIC official attached with the concerned Ministry / Department. The merit list preparation algorithm will be first tested on a sample data before preparing the final Merit list by **15<sup>th</sup> November of AY for pre-matric schemes and by 15<sup>th</sup>December of the AY for the remaining schemes.**

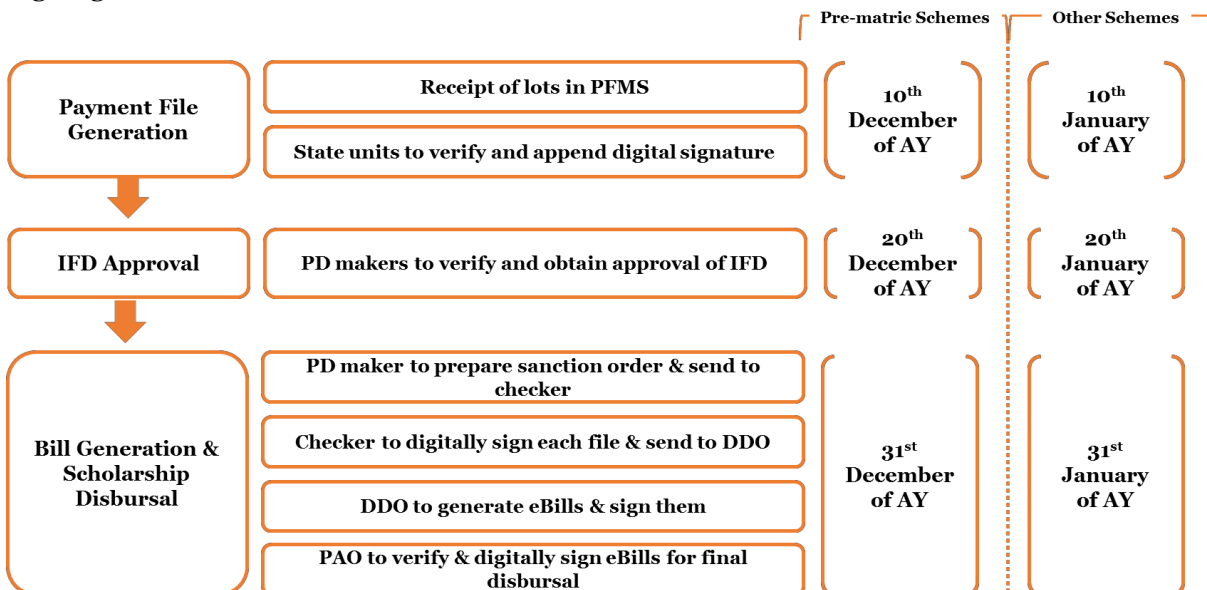
### 6.2 Lot Generation

NIC will segregate the applications, state-wise and scheme-wise, from a merit list to create lots. NIC will incorporate beneficiary-ids received from PFMS against each record and push these lots to PFMS over a secured channel for creation of payment files. These activities will be completed by **25<sup>th</sup> November of the AY for pre-matric schemes and by 25<sup>th</sup>December of the AY for the remaining schemes.**

## 7. Scholarship Approval & Disbursal Phase

This phase entails activities including payment file generation, digital signing of the concerned authorities, verification by makers and checkers, IFD approvals etc.

The following figure depicts an overview of the activities undertaken in the Approval & Digital Signing Phase.



## **7.1 Payment File Generation**

On receipt of lots, PFMS will create payment files against these lots and push them to concerned State Units for verification and appending Digital signature. Once digitally signed by the concerned State Units, payment files will be made available to the Program Division (PD) makers. These activities will be completed by 10th December of the AY for pre-matric schemes and by 10th January of the AY for remaining schemes.

## **7.2. IFD Approval**

On receipt of digitally signed payment files, PD makers will verify and obtain approval of their IFD. It is desirable that the concerned PD may obtain scheme-wise blanket IFD approval to reduce the process time. The same IFD approval number can be mentioned against each payment file on NSP. These activities will be completed by **20<sup>th</sup> December of the AY for pre-matric schemes and by 20<sup>th</sup> January of AY for remaining schemes.**

## **7.3. Bill Generation & Scholarship Disbursal**

Subsequent to IFD approval, the PD maker will prepare Sanction Order against each payment file and send them to the Checker. The Checker will digitally sign each file and, thereafter, the DDO of the Ministry/Department will tally details, generate eBills and digitally sign them. The eBill will, thereafter, be sent to PAO who will verify them and digitally sign them before sending them for payments using PFMS. **For disbursal of scholarships priority will be given to Aadhaar based payment failing which disbursal will be made to verified bank accounts of the beneficiaries.** These activities will be completed by **31<sup>st</sup> December of the AY for pre-matric schemes and by 31<sup>st</sup> January of AY for remaining schemes.**

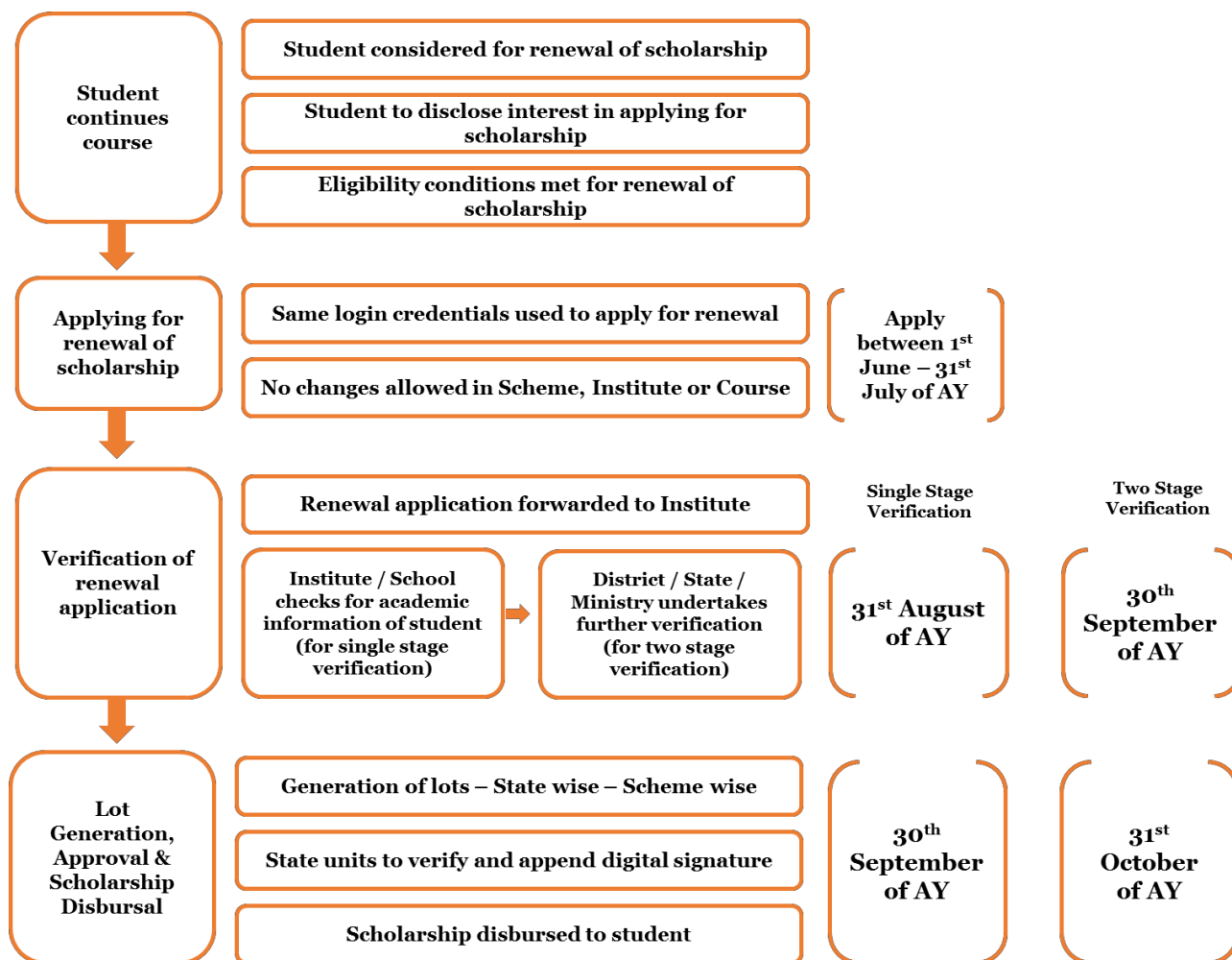
## **7.4. Feedback**

Once payment is made, the feedback mechanism will enable sharing of information between banks, NPCI, PFMS and NSP regarding successful disbursal of scholarships. This information will be reflected on the user accounts of the beneficiaries/students as well as of the concerned Ministries / Departments.

## 8. Renewal of Scholarships

All such applications where a student continues with the same scheme in the same Institute/ School and Course will be considered as renewal of application. The renewal process for students is quite simple as compared to the process for Fresh Applications. As the system already has information about the student based on his/her application of previous academic year, the student has to just show his/her interest in applying for scholarship. To do so, students have to only update minimal details in the existing application form. Even the verification process for Renewal students is quite simple as they have already been verified during the previous academic session.

The following figure depicts an overview of the activities undertaken in the Renewal of Scholarships.



## **8.1 Eligibility**

A student will be considered eligible in this category if he/she is an existing scholarship recipient and continues in the subsequent AY, in the same scheme and in the same school/institute.

## **8.2 Time Lines**

The student will apply for renewal **between 1<sup>st</sup> June – 31<sup>st</sup> July of AY.**

## **8.3 Applying for Renewal**

The students will be able to login to portal using **his/her login credentials created in previous academic session** while applying for Scholarship. Upon successful login, personal and academic details of student and scheme will be auto- populated on the screen. The student may update following details in the application form:

1. Percentage marks of last academic session
2. Family income
3. Aadhaar Details if not submitted in the previous AY.
4. Mobile Number/Email Id
5. Bank details
6. Course
7. Course Fees

The student will not be able to make changes in the Scheme and Institute. Upon successfully updating the information, the student can submit renewal application on the portal. **After submission, the student will not be allowed to make any change(s) in his/her application.**

## **8.4 Verification**

Based on the nature of application, the Verification process will be either Single stage verification or two stage verification:

**The Single stage verification will be applicable to all such renewal applications** wherein there is no requirement of changing critical information like Bank details, Family income, Aadhaar details etc. All such applications eligible for single-stage verification will be verified by the concerned Institute/School only. Once verified these applications will be directly sent for Lot generation. However, **all such applications which require changes**

**/ modification / alteration in crucial information such as bank account / course fee etc. will require two-stage verification** i.e. will be first verified by the concerned **Institute/School** and thereafter, by the next verifying authority viz. **State** before being sent for Lot generation.

A renewal application will be made available to the Institute/School for verification as soon as the application is made on the Portal. For renewal cases requiring single stage verification, the Institute/School is expected to complete the verification process by **31<sup>st</sup> August of the AY**. In cases of two-stage verification, the next verifying authority may complete the verification process by **30<sup>th</sup> September of the AY**.

### **8.5 Lot Generation, Scholarship Approval and Disbursal**

As renewal of scholarship does not require preparation of merit list or obtaining of beneficiary id, therefore, duly verified applications may be considered for lot generation. Subsequent to lot generation, the process for scholarship approval and disbursal will be similar to that for fresh applications. **The entire process including scholarship disbursal may be completed by 30<sup>th</sup> September for single-stage and 31<sup>st</sup> October for two-stage verification cases.**



**ANNEXURE-I**

**Pre-Matric Scheme for SwDs:-**

**NOTE: All the allowances will be calculated from the date of joining of Course up to 31st March 2018. The scholarships and all allowances shall be allowed for 10 Months (maximum).**

(in Rupees)												
Type of Disability	Rate of Scholarships(p.m)		Book & Adhoc grant (one-time in a year)		Reader allowance (per month)		Transport Allowance (per month)		Escort Allowance (per month) (only for disability Percentage>=80%)		Coaching Allowance (per month)	
	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers
Blindness	350	600	1000	1000	160	160	160	0	160	0	0	0
Hearing Impairment	350	600	1000	1000	0	0	160	0	160	0	0	0
Leprosy cured person	350	600	1000	1000	0	0	160	0	160	0	0	0
Locomotor Disability	350	600	1000	1000	0	0	160	0	160	0	0	0
Mental illness	350	600	1000	1000	0	0	160	0	160	0	240	240
Mental retardation	350	600	1000	1000	0	0	160	0	160	0	240	240
Person with Low Vision	350	600	1000	1000	0	0	160	0	160	0	0	0

**Post-Matric Scheme for SwDs:-**

**NOTE: All the allowances will be calculated from the date of joining of Course up to 31st March, 2018.**

SCHEME-Post-matric Scholarship for Students with Disabilities (COURSE GROUP -I)													
(in Rupees)													
Type of Disability	Maintenance Allowance (per month)		Book allowance (one-time in a year)		Reader Allowance for Blind (per month)		Transport Allowance (per month)		Escort Allowance (per month) (only for disability Percentage>=80%)		Coaching Allowance (per month)		Tuition Fee
	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholar	Hostellers	
Blindness	550	1200	1500	1500	240	240	160	0	160	0	0	0	As per actual subject to max. ceiling of Rs. 1.50 lakh per annum
Hearing Impairment	550	1200	1500	1500	0	0	160	0	160	0	0	0	
Leprosy cured person	550	1200	1500	1500	0	0	160	0	160	0	0	0	
Locomotor	550	1200	1500	1500	0	0	160	0	160	0	0	0	
Mental illness	550	1200	1500	1500	0	0	160	0	160	0	240	240	
Mental retardation	550	1200	1500	1500	0	0	160	0	160	0	240	240	
Person with Low Vision	550	1200	1500	1500	0	0	160	0	160	0	0	0	

Standard Operating procedure- DEPwD

SCHEME-Post-matric Scholarship for Students with Disabilities (COURSE GROUP -II)													
(in Rupees)													
Type of Disability	Maintenance Allowance (per month)		Book allowance (one-time in a year)		Reader Allowance for Blind (per month)		Transport Allowance (per month)		Escort Allowance (per month) (only for disability Percentage>=80%)		Coaching Allowance (per month))		Tuition Fee
	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	
Blindness	530	820	1500	1500	240	240	160	0	160	0	0	0	As per actual subject to max. ceiling of Rs. 1.50 lakh per annum
Hearing Impairment	530	820	1500	1500	0	0	160	0	160	0	0	0	
Leprosy cured person	530	820	1500	1500	0	0	160	0	160	0	0	0	
Locomotor Disability	530	820	1500	1500	0	0	160	0	160	0	0	0	
Mental illness	530	820	1500	1500	0	0	160	0	160	0	240	240	
Mental retardation	530	820	1500	1500	0	0	160	0	160	0	240	240	
Person with Low Vision	530	820	1500	1500	0	0	160	0	160	0	0	0	

SCHEME-Post-matric Scholarship for Students with Disabilities (COURSE GROUP-III)													
(in Rupees)													
Type of Disability	Maintenance Allowance (per month)		Book allowance (one-time in a year)		Reader Allowance for Blind (per month)		Transport Allowance (per month)		Escort Allowance (per month) (only for disability Percentage>=80%)		Coaching Allowance (per month))		Tuition Fee
	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	
Blindness	500	700	1500	1500	240	240	160	0	160	0	0	0	As per actual subject to max. ceiling of Rs. 1.50 lakh per annum
Hearing Impairment	500	700	1500	1500	0	0	160	0	160	0	0	0	
Leprosy cured person	500	700	1500	1500	0	0	160	0	160	0	0	0	
Locomotor Disability	500	700	1500	1500	0	0	160	0	160	0	0	0	
Mental illness	500	700	1500	1500	0	0	160	0	160	0	240	240	
Mental retardation	500	700	1500	1500	0	0	160	0	160	0	240	240	
Person with Low Vision	500	700	1500	1500	0	0	160	0	160	0	0	0	

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SCHEME-Post-matric Scholarship for Students with Disabilities (COURSE GROUP-IV)													
(in Rupees)													
Type of Disability	Maintenance Allowance (per month)		Book allowance (one-time in a year)		Reader Allowance for Blind (per month)		Transport Allowance (per month)		Escort Allowance (per month) (only for disability Percentage >=80%)		Coaching Allowance (per month)		Tuition Fee
	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	
Blindness	400	650	1500	1500	240	240	160	0	160	0	0	0	As per actual subject to max. ceiling of Rs. 1.50 lakh per annum
Hearing Impairment	400	650	1500	1500	0	0	160	0	160	0	0	0	
Leprosy cured person	400	650	1500	1500	0	0	160	0	160	0	0	0	
Locomotor Disability	400	650	1500	1500	0	0	160	0	160	0	0	0	
Mental illness	400	650	1500	1500	0	0	160	0	160	0	240	240	
Mental retardation	400	650	1500	1500	0	0	160	0	160	0	240	240	
Person with Low Vision	400	650	1500	1500	0	0	160	0	160	0	0	0	

**Scholarship for Top Class Education for SwDs:-**

**NOTE: All the allowances will be calculated from the date of joining of Course up to 31st March 2018 e.g. (in Maintenance allowance=Rs. 1500 multiply with no. of months (course join date up to 31st March) 1. For claiming reimbursement of expenses for purchase of computer and Accessories uploading of receipt is mandatory.**

SCHEME: Scholarship for Top Class Education for Students with Disabilities											
(in Rupees)											
Type of Disability	Tuition Fee	Maintenance Allowance (per month)		Book & Stationary (once in a year)		Special Allowance (per month)		Reimbursement of expenses for purchase of computer with Accessories (one-time grant for entire course)		Reimbursement of expenses for purchase of aids & Assistive devices including necessary software related to the particular disability of the selected candidate (one-time grant for entire course)	
		Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers	Day Scholars	Hostellers
Applicable to all types of disabilities	As per actual subject to max. ceiling of Rs. 2.00 lakh	1500	3000	5000	5000	2000	2000	Max. ceiling of Rs. 30000 (for One-time grant) for entire course subject to uploading of receipt/bill of the claim	Max. ceiling of Rs. 30000 (for One-time grant) for entire course subject to uploading of receipt/bill of the claim	Max. ceiling of Rs. 30000 (for One-time grant) for entire course subject to uploading of receipt/bill of the claim	Max. ceiling of Rs. 30000 (for One-time grant) for entire course subject to uploading of receipt/bill of the claim

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**9. LIST OF NODAL OFFICER FOR DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES:-**

S.No.	STATE/ UT	SCHEME	NAME AND DESIGNATION OF STATE NODAL OFFICER	EMAILID	CONTACT NO:
1	ANDAMAN & NICOBAR ISLANDS	Pre-Matric Scheme	Sh. P C James	pcjames9@gmail.com,ashokbiswas028@gmail.com	9474203644/ 9933283506
		Post-Matric Scheme			
		Top-Class Scheme			
2	ANDHRA PRADESH	Pre-Matric Scheme	Smt. K.B. Padma Sundari/O/o the Director,Welfare of Disabled and Senior Citizens,	kpbsundari@gmail.com,cdwaphyd@gmail.com	9000013604
		Post-Matric Scheme			
		Top-Class Scheme			
3	ARUNACHAL PRADESH	Pre-Matric Scheme	Sh. Yamhum Kaha	kahayumlam09@gmail.com,yarating.h5@gmail.com	9615757674/ 9402960689
		Post-Matric Scheme			
		Top-Class Scheme			
4	ASSAM	Pre-Matric Scheme	Sh. Naba Kumar Tamuli Deputy Director, Directorate of Social Welfare,Assam, Guwahati	nabakumartamuly1958@gmail.com	9435187544
		Post-Matric Scheme			
		Top-Class Scheme			
5	BIHAR	Pre-Matric Scheme	Sh. Sanjeev Ranjan Nilmani	spmmit@gmail.com	9471452496/ 9135948148
		Post-Matric Scheme			
		Top-Class Scheme			
6	CHANDIGARH	Pre-Matric Scheme	Sh. Vikram Rana	bkrmrana@yahoo.co.in	9417140290
		Post-Matric Scheme			
		Top-Class Scheme			
7	CHHATTISGARH	Pre-Matric Scheme	Sh. Rajesh Tiwari Deputy Dir.(deptt of social welfare)	dpsw.cg@gmail.com,rajesh_orthotist@yahoo.com	896297426,0771-4257803
		Post-Matric Scheme			
		Top-Class Scheme			
8	DADRA & NAGAR HAVELI	Pre-Matric Scheme	Ms. S.S. Das	sw-dnh@nic.in	9723010572
		Post-Matric Scheme			
		Top-Class Scheme			
9	DAMAN AND DIU	Pre-Matric Scheme	Sh. M.D.Patel	daman.education@gmail.com	9979496181/0260-2255126
		Post-Matric Scheme			
		Top-Class Scheme			
10	GOA	Pre-Matric Scheme	Sh. Sudesh Nanda Gaude/Assistant Director	socialwelfaregoa@rediffmail.com	9764685512
		Post-Matric Scheme			
		Top-Class Scheme			
11	GUJARAT	Pre-Matric Scheme	Smt. Divyaben Y. Raval Deputy Director(I/C)	dir-sd@gujarat.gov.in,sara.gujarat@gmail.com	9428606094
		Post-Matric Scheme			
		Top-Class Scheme			
12	HARYANA	Pre-Matric Scheme	Smt. Alka Yadav	alkajd2152@hotmail.com,sje@hry.nic.in	7508291618
		Post-Matric Scheme			
		Top-Class Scheme			
13	HIMACHAL PRADESH	Pre-Matric Scheme	Sh. Bhajan Singh/Joint Director	plandevele@gmail.com,hpscholarshipele@gmail.com	9805389077
		Post-Matric Scheme	Sh. Satish Sharma/Joint Director State nodal officer	chandersatish59@gmail.com	9418112933
		Top-Class Scheme	No Nodal Officer		
14	JAMMU & KASHMIR	Pre-Matric Scheme	Sh. Sandesh Kumar/Dy Secretary	socialwelfare.adm@gmail.com	9419182558
		Post-Matric Scheme			
		Top-Class Scheme			

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15	JHARKHAND	Pre-Matric Scheme	Sh. Shiv Choupal(spl. Sect)	swdjharkhand@gmail.com	9431147196
		Post-Matric Scheme			
		Top-Class Scheme			
16	KARNATAKA	Pre-Matric Scheme	Sh. G.Mariappan/p & o engr	dirdwdscka@gmail.com,msurya kash@gmail.com	080-22866066/ 9448761704
		Post-Matric Scheme			
		Top-Class Scheme			
17	Kerala	Pre-Matric Scheme	Sh. R.S.Shibu/Chief Planning Officer	rsshiboo@gmail.com,scholarship dpi@gmail.com	9446105770
		Post-Matric Scheme	Ms. Mini S Madhu/Special Officer for Scholarships	mininsmadhu@gmail.com,postm atricscholarship@gmail.com	9446780308
		Top-Class Scheme	No Nodal Officer		
18	LAKSHADWEEP	Pre-Matric Scheme	No Nodal officer appointed		
		Post-Matric Scheme			
		Top-Class Scheme			
19	MADHYA PRADESH	Pre-Matric Scheme	Sh. Manoj Batham/Deputy Director	manojbatham19692181@gmail.c om	9425660832
		Post-Matric Scheme			
		Top-Class Scheme			
20	MAHARASHTRA	Pre-Matric Scheme	No Nodal Officer		
		Post-Matric Scheme	Dr. V.R. More/ Joint Director	vrmore2015@gmail.com,scholar shiphd2@gmail.com	9420780583
		Top-Class Scheme	Dr. Subhash Mahajan	sundarbulani@gmail.com	9867450210
21	MANIPUR	Pre-Matric Scheme	Sh. R.k. Tenedy Singh	tenedy@rediffmail.com	9402882359
		Post-Matric Scheme			
		Top-Class Scheme			
22	MEGHALAYA	Pre-Matric Scheme	Ms. Karuna Lamar	runalamar@gmail.com	9436335020/7005644544
		Post-Matric Scheme			
		Top-Class Scheme			
23	MIZORAM	Pre-Matric Scheme	Sh. Lalmaunkima Sailo,OSD cum Nodal officer	mtsailo@gmail.com	9436147515
		Post-Matric Scheme			
		Top-Class Scheme			
24	NAGALAND	Pre-Matric Scheme	Ms. C Jamir( Dy Dir)	chubainlamir15@gmail.com	7085843028/09436006820
		Post-Matric Scheme			
		Top-Class Scheme			
25	DELHI	Pre-Matric Scheme	Smt. Saroj Rawat Dy. Director	fasdsw@gmail.com	9868467277/011-23392466
		Post-Matric Scheme			
		Top-Class Scheme			
26	Odisha	Pre-Matric Scheme	Sh. Deva Prasad Dash/Joint Secretary.	dwpwdodisha@hotmail.com,cha ndra.niten@gmail.com,ssepsec .od@nic.in	9437030181/9439218686
		Post-Matric Scheme			
		Top-Class Scheme			
27	PUDUCHERRY	Pre-Matric Scheme	Smt. Rathna	socwel.pon@nic.in,gautham.sm vec@gmail.com	9894416512
		Post-Matric Scheme			
		Top-Class Scheme			
28	PUNJAB	Pre-Matric Scheme	Sh. Harpal Singh Dy. Director	dddwcd8@gmail.com	9914950306
		Post-Matric Scheme			
		Top-Class Scheme			
29	RAJASTHAN	Pre-Matric Scheme	Ms. Anjana Manav/Deputy Director	sjeraj_dis@yahoo.com	9530035251
		Post-Matric Scheme			
		Top-Class Scheme			

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30	SIKKIM	Pre-Matric Scheme	Sh. Zangpo Gyaltzen/Assistant Director/IT	zangpo.gyaltzen@nic.in	9434382578
		Post-Matric Scheme			
		Top-Class Scheme			
31	TAMILNADU	Pre-Matric Scheme	Sh. Thiru.G.Ravindranath Singh/Deputy Director(Schemes)	grsingh1963@gmail.com,malarje evarathinam@gmail.com	9840090962
		Post-Matric Scheme			
		Top-Class Scheme			
32	TELANGANA	Pre-Matric Scheme	Sh. Sundar Rao(Assistant Director)	cdwtghyd@gmail.com	9000013605
		Post-Matric Scheme			
		Top-Class Scheme			
33	TRIPURA	Pre-Matric Scheme	Sh. Swapan Sarkar	stipend120@gmail.com,sankarsaha.1947@gmail.com	9436596747/8794175537
		Post-Matric Scheme			
		Top-Class Scheme			
34	UTTAR PRADESH	Pre-Matric Scheme	Sh. Ajeet Narayan Singh	ak_singh32@rediffmail.com,uphwdlko@gmail.com	8299133966
		Post-Matric Scheme			
		Top-Class Scheme			
35	UTTARAKHAND	Pre-Matric Scheme	Sh. Anurag Shankhdhar,Nodal Officer(IT Cell)	shailesh.nautiyal@gmail.com	9897271797/9690888823
		Post-Matric Scheme			
		Top-Class Scheme			
36	WEST BENGAL	Pre-Matric Scheme	Sh. Goutam Kumar Das,(Deputy Comm.)	dasg3773@gmail.com	7044588803
		Post-Matric Scheme			
		Top-Class Scheme			

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