

By Speed Post/Email

No.11017/58/2016-SCD-I

Government of India

Department of Social Justice & Empowerment

Ministry of Social Justice & Empowerment

Room No.253, "A" Wing,

Shastri Bhawan, New Delhi-110001

Dated the 6th Sept. 2016

To,

The Registrar/Dean/Principal
(All the notified Institutions)

Subject: Calling of fresh scholarship proposals for the year 2016-17 under the Central Sector Scholarship Scheme of "Top Class Education for SC Students."

Sir,

As you are aware that the Government of India has been implementing the Central Sector Scholarship Scheme of "Top Class Education" since 2007. It aims at recognizing and promoting quality education amongst students belonging to SCs by providing full financial support. The scheme covers SC students for pursuing studies beyond 12th Class. Under this Scheme, the students who get admission in the Institutions notified by this Ministry are eligible to get financial support as scholarship for covering four items namely:

- (i) Full tuition fee and non refundable charges
- (ii) Living expenses @ Rs.2,220/- per month
- (iii) Book and stationery @ Rs.3,000/- per annum and
- (iv) a latest computer with accessories like UPS, Printer, Multimedia limited to Rs.45,000/- required for pursuing their higher study.

2. It is requested to send the fresh proposals for scholarship for 2016-17 to Department of Social Justice & Empowerment through National Scholarship Portal (NSP) by 31.10.2016. It is to inform that candidates are to be selected for grant of Scholarship as per the slots available to the institute under the Scheme. The online applications for the shortlisted candidates must be forwarded by the institutes to this Department by 31st October, 2016. No application for the grant of Scholarship would be entertained without Aadhaar and it should be seeded with the bank account of the beneficiaries.

3. The renewal scholarship proposals for those students whose case was forwarded by the Institutes through National Scholarship Portal in 2015-16 may be forwarded through portal only. For rest of the renewal cases batch-wise proposals as done in past years signed and authenticated by the prescribed authority of the Institutions, may be furnished (in papers) to this Ministry in prescribed proforma in Annexure-B with necessary entries against the columns up to or before 31.10.2016.

4. Following documents should be accompanied with renewal proposal:

- (i) Declaration by the Institute that the students are not getting any scholarship either from the State government or from the Ministry/Department of Government of India.
- (ii) Separate break up of Annual fee/other non-refundable charges.

cont.



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- (iii) Proof whether the students are hostellers or day scholars.
- (iv) Bank Authorization Letter/Bank Agency Details of the Institute. The Bank Authorization letter of the Institute should be countersigned by the authorized signatory of the Bank along with official seal. The Bank account should not be in the name of the Director/Principal/Registrar/Accounts Officer etc. It should be in the name of the Institute only.
- (v) Utilization Certificates in the prescribed form GFR-19(A) along with signature of the scholarship holders/beneficiaries towards the amount received by them. Proper entries such as name of the Institution/Sanction Letter No./Date of Sanction Letter/Amount of sanction may be made in the UC.
- (vi) A copy of the result of last year/last term final examination with clear mention that he/she has passed the examination.
- (vii) List of students who have been promoted to Higher Class and list of failed students.

5. A set of Instructions to be followed by the Students and the Institutes are **annexed. In case of any queries, mail can be sent at the mail ID "dbtcell.msje@nic.in".**

Yours faithfully,



(Arvind Kumar)

Director

Tel No.011-23388519



Handwritten notes at the bottom of the page, including "CC - 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100." and "AR Hand" written vertically.

Set of Instructions to be followed by the Students and the Institutes

For the Students:

- 1) Only fresh proposals for 2016-17 and renewal cases of those students whose proposal for 2015-16 was processed online through National Scholarship Portal needs to be sent online. Rest of the renewal proposals will be entertained manually.
- 2) The Student has to obtain/enroll for the Aadhaar number (if not obtained earlier)
- 3) Get the Aadhaar number seeded with his/her respective bank account.
- 4) Students shortlisted by the Institute must register on the National Scholarship Portal and apply for the scholarship, filling details in the common application form on the portal and obtain ID No.
- 5) Submit the Caste and Income Certificates (issued by the competent authority) with the authorities of the Institute for verification.
- 6) The students can know the status of their applications by quoting their ID No. on the portal.

For the Institutes:

- 1) Shortlist the eligible candidates for the scholarship as per the slots allotted, whose names are to be forwarded by them online.
- 2) Institutes are required to physically examine the relevant documents on the basis of existing criteria of income, caste, marks etc.
- 3) The documents submitted by the students should be duly verified and uploaded on the Portal.
- 4) All the institutes should forward the applications of the students after verification at their level, applying/using valid digital signatures.
- 5) Those institutes which have yet to obtain the Digital Signature Certificates should purchase/obtain it timely from the private/government agencies.
- 6) The same login IDs and passwords will work for the institutes which were allotted to them in the last financial year.
- 7) The institutes are required to register their Login IDs and passwords on the National Scholarship Portal (if not registered last year) and for the registration of the Login IDs and passwords on the National Scholarship Portal (NSP) the User Manual would be uploaded on the NSP shortly. The URL of the NSP is <http://scholarships.gov.in>
- 8) Institutes should furnish copy of institution fee along with break-up of tuition fee and other-Non-Refundable charges.
- 9) The institute should furnish bills against all the charges including boarding and lodging, books and computer and accessories when furnishing the claims.



Central Sector Scholarship of Top Class Education For SC students

1. Background

The Finance Minister in his budget speech on the Union Budget 2005-06 made the following announcements -

"The key to empowering the scheduled castes and scheduled tribes is to provide top class education opportunities to meritorious students. The three on-going scholarship schemes for SC/ST students under the Central Plan - Pre-Matric, Post-Matric and Merit-based - will continue.

To provide an added incentive, I propose a new window: a short list of institutes of excellence will be notified, and any SC/ST student who secures admission in one of those institutes will be awarded a larger scholarship that will meet the requirements for tuition fees, living expenses, books and a computer.

The Scheme was approved in 2007, and was subsequently revised in January, 2012.

2. Objectives and Coverage

2.1 The Scheme aims at recognizing and promoting quality education amongst students belonging to SCs, by providing full financial support. The scheme will cover SC students for pursuing studies beyond 12th class.

2.2 The scheme will operate in all institutions notified by the Ministry of Social Justice and Empowerment.

2.3 The SC students, who secure admission in the notified institutions, will be awarded scholarship to meet the requirements for (i) full tuition fee and non-refundable charges (there will be a ceiling of Rs. 2.00 lakhs per annum per student for private sector institutions and Rs. 3.72 lakhs per annum per student for the private sector flying clubs for Commercial Pilot Training), (ii) living expenses to the beneficiary @ Rs. 2220 per month per student. **However, the advance payment of living expenses, to be paid directly by the Central Government, through Direct Benefits Transfer mode would be restricted to 1 quarter only.** (iii) books and stationery @ Rs. 3000 per annum per student and (iv) a latest computer with accessories like UPS, Printer, Multi-media limited to Rs. 45000 per student as one time assistance during the course. The Institute will procure computers and supply to the awardees. Alternatively, the Institute may also consider re-imbursalment of expenses made by a student on purchase of the computer, limited to Rs. 45,000/- provided, the computer and accessories are procured from a reputed manufacturer/supplier.

2.4 The scholarship, once awarded, will continue till the completion of the course, subject to satisfactory performance.

3. Eligibility

3.1 Those SC students who have secured admission in the notified institutions according to the norms prescribed by the respective institutions will be eligible for the scholarship under

the scheme to the extent of the number of scholarships allocated to the institutes concerned. In case the number of students admitted exceeds the number of awards, then the scholarship will be restricted to the top ones in the inter-se merit list. The remaining students from SC category admitted in the institute in different courses shall be eligible for the Post-Matric Scholarship (PMS) administered by this Ministry as a Centrally sponsored scheme, provided such students are otherwise eligible for the said scheme. **In case, the institute finds that the number of eligible candidates in the 1st year are less than the number of scholarships allotted to it, the balance scholarships may be offered to students studying in 2nd, 3rd and 4th year, etc. on the basis of inter-se merit of previous year's result giving priority to those with higher number of years left to complete their respective course i.e. 1st year student is to get priority over the 2nd year student and so on.**

3.2 The ceiling of total annual family income from all sources under the Scheme is Rs. 4.50 lakh and the general selection criteria among the eligible candidates of any institution must be the merit. However, if for the last available slot in an institution, there are more than one student with equal marks, preference may be given to the student with the lowest parental income.

3.3 The scholarship will become payable immediately after a student has secured admission and has started attending the classes.

3.4 The scholarship will be terminated if the student fails to pass the final examination of each year or any terminal examination prescribed. He will, however, remain eligible for the Post-Matric Scholarship.

4. Institutes of Excellence and Number of Scholarship Slots

The list of the Reputed Premier Institutions to be covered under the Scheme along with number of scholarship slots is at [Annexure-1 \(-1\)](#) (PDF file that opens in a new window). Any addition or deletion to the list shall be notified by the Ministry of Social Justice and Empowerment, Government of India, as and when required, based on the recommendations of the Steering Committee. The overall number of fresh scholarships per year would be capped at 1250.

5. Funding Pattern

5.1 The Scheme will be funded by the Ministry of Social Justice and Empowerment on 100% basis and the funds shall be released directly to the institution concerned, *or the beneficiary student, as per the policy of the Deptt. of Social Justice and Empowerment.*

5.2 The funds may be released by the Ministry of Social Justice & Empowerment in a single instalment immediately after the admission.

6. General Provisions

6.1 The scholarship will become payable to SC students only upon securing admission in any of the institutions notified by the Ministry of Social Justice & Empowerment.

6.2 The students, who are awarded the scholarship under the scheme, shall have to pursue the study in the respective institution on whole time basis.

6.3 With a view to ensure access of all students to the provisions of this scheme, the institute will incorporate the salient features of the scheme in the prospectus in addition to putting the same on the website of the institute. The institute will select the SC students on the basis of merit and shall forward the applications of the eligible students in the prescribed proforma (Annexure - A (-1)) (PDF file that opens in a new window) for fresh students & Annexure - B (-1) (PDF file that opens in a new window) for ongoing students along with proof of admission and fee chargeable etc. to claim the scholarship. The Institute will not charge any fee, whatsoever, from the students.

From 2013-14 the Scheme of Direct Benefits Transfer (DBT) would be implemented in phases.

The DBT Institutions would have to forward the digitally signed digitised list to the Central Government for crediting the amount directly in the bank account of the eligible beneficiaries admitted from the academic session 2013-14 onwards/institutions.

6.4 After disbursement the institute will furnish an Utilization Certificate towards the amount received, which will include the signatures of the scholarship holders.

**6.4 The ministry may also directly credit the funds as per the advice of the institutions in the bank account of the payee as per the policy of the Department of Social Justice and Empowerment.*

6.5 The performance of the SC students covered under the scheme shall be monitored regularly by the Head of the respective institution and the same shall be reported, through a report card, to the Union Ministry of Social Justice and Empowerment at the end of each academic year.

6.6 The notified institutions shall submit progress reports of implementation of the Scheme to the Union Ministry of Social Justice and Empowerment from time to time, as required.

6.7 Any institution violating the provisions of the Scheme and/or instructions issued by the Government of India will be denotified.

6.8 In the event of denotification/deletion of any institution, the scholarship will continue to be available to the SC students already admitted under the Scheme, if otherwise eligible, till completion of the course. However, no fresh seats will be allotted and funds released to such denotified institutes.

6.9 The general provisions of the General Financial Rules (GFR), 2005, will apply mutatis mutandis, and the institutions shall be bound by the general principles laid therein.

7. Review and monitoring

The progress of implementation of the scheme will be reviewed by a Steering Committee consisting of the following

- a. Secretary (SJ&E) - Chairperson
- b. Joint Secretary & Financial Adviser (SJ&E) - Member
- c. Joint Secretary(TA),M/o Tribal Affairs - Member
- d. Joint Secretary, SC Division, M/o SJ&E - Member
- e. Joint Secretary, Deptt. of Higher Education - Member
- f. Joint Secretary, Deptt. of Medical Education, M/o H&FW - Member
- g. A representative of the UGC – Member
- h. *A representative of the Planning Commission –Member*
- i. Director/Dy. Secretary, SCD Division, M/o SJ&E-Convener

7.2 The Committee may invite an expert as a special invitee, as and when it deems necessary.

7.3 The Committee may recommend to the Ministry of Social Justice and Empowerment about addition or deletion of any institution based on their performance. For the purpose, the Committee may take into account the recommendations of the concerned bodies conducting entrance examination for admissions into such courses or having the administrative control over such institutes.

7.4 The Committee may periodically review the performance of the selected institutes on the basis of the academic results. *The committee may also recommend appropriate modifications in the Scheme, as and when required.*

*8. Administrative Expenses

8.1 *As the magnitude of data to be managed and processed would be very large, there would be a need to engage qualified skilled personnel right from the beginning to ensure that the data based computerised systems are operational. Qualified skilled personnel possessing requisite expertise to design, develop and operate the computer programmes for this purpose, as well as enter, process, analyse, monitor, retrieve and transfer data should be engaged on contract basis as per need. This work could also be outsourced. Data provided by the Educational Institutions will be maintained and managed by the Ministry with personnel of similar expertise to be engaged on contract basis through outside reputed institutions/agencies engaged by the Ministry of SJ&E, Government of India.*

8.2 *A provision not exceeding 6% of the total budget will be made to meet the administrative and allied costs viz. expenditure of the Educational Institutions and the Ministry for office equipments including computers and accessories, furniture, development of appropriate software, advertisements, engagement of personnel, etc.*

This provision will also be used for publicity, awareness generation, evaluation and monitoring of the Scheme, through outside reputed institutions /agencies engaged by the Ministry of SJ&E, Government of India and the educational institutions.

9. The modifications as considered appropriate in the provisions of the Scheme, from time to time, would be approved by the Administrative Minister, on the recommendations of the committee as given in para 7.