

IMPORTANT INSTRUCTION FOR STUDENTS

PLEASE READ VERY CAREFULLY BEFORE MAKING A NEW SCHOLARSHIP APPLICATION OR RENEWAL OF YOUR SCHOLARSHIP APPLICATION IN “PRERANA PORTAL” FOR RECEIPT OF POST-MATRIC SCHOLARSHIP

GENERAL INSTRUCTION:

- Please make the scholarship application in the portal by **YOURSELF. DO NOT SHARE YOUR APPLICATION ID AND PASSWORD** with anyone. As your scholarship application contains some personal and sensitive information like your bank-account details, photo-copies of your certificates etc., sharing your login credential may lead to misuse of this information.
- If you have already registered in PRERANA for same or any other course in the previous year/s, **DO NOT TRY TO CREATE ANOTHER APPLICATION ID** as this may lead to duplication in the system and processing of your scholarship application for sanctioning will be hampered. Kindly use the same ID for making application in subsequent years/ for other course as well. In case you are facing any problem in accessing your earlier login ID, kindly contact the District Welfare Officer of the Application District for necessary support in recovering your login credential.
- Please provide correct information in your application and fill up the details carefully and diligently. Till the LOCKING of the application, you will be able to edit it and change the details again. However, after Final LOCKING, you will not be able to edit it and change the details again.
- If any student found wilfully trying to manipulate the system, the scholarship benefit will be forfeited and legal action, as deemed proper under the law, will be taken against him/her. Duplicate/Fake Application will be rejected outrightly.
- Please upload all the required copies of your certificate, as prescribed in PRERANA, for on-line verification. Ensure timely submission of Hard-copy along with Photo-copies of all prescribed documents such as Caste Certificate, Income Certificate, Resident Certificate, Matriculation Certificate, Copy of Aadhaar, Copy of first-page of your Bank-account Passbook containing the details of the account number, IFSC code of the branch etc. to your Institution for further processing of the application.
- Please note that, **IF YOU ARE RENEWING YOUR SCHOLARSHIP APPLICATION FOR THE SAME COURSE, YOU ARE NOT REQUIRED TO PROVIDE YOUR INCOME AND/ OR CASTE CERTIFICATE AFRESH/ AGAIN** for the same course.
- Please **read the Bank-Advisory note, provided in the HOME PAGE of PRERANA properly before providing the Bank-account details** in your scholarship application.

ELIGIBILITY CRITERIA FOR POST MATRIC SCHOLARSHIP SCHEME: -

1. Student shall belong to ST/SC/OBC/SEBC/EBC community and should be a permanent resident of Odisha.
2. The students should continue their Post Matriculation Studies in any general/technical or professional courses in any Govt. or Govt. recognized Private institutes.
3. The annual family income of the parent/guardians from all sources in case of **ST/SC** students should not exceed **Rs.2,50,000/- per annum.**
4. The annual family income of the parent/guardians from all sources in case of OBC/SEBC students should not exceed Rs.1,50,000/- per annum and they have to secure at **least 50% marks** in previous examination.
5. The annual family income of the parent/guardians from all sources in case of EBC students (**GENERAL Category-Other than SC/ST/OBC/SEBC**) should not exceed **Rs.1,00,000/-** per annum. In case of EBC students, he/she should be pursuing his/her higher study in Government institute ONLY.

BEFORE INITIATING REGISTRATION & APPLICATION PROCESS, STUDENTS ARE ADVISED TO KEEP THE FOLLOWING DOCUMENTS HANDY:

1. Aadhaar Number of the Student
2. Caste Certificate of the Student
3. Income Certificate of the Parent/ guardian
4. Residence Certificate of the Student
5. Educational documents of student with respect to all exams passed
6. Student's Bank account number and IFSC code of the bank branch
7. Mobile Phone - Please keep the mobile phone handy at the time of registration which is linked to the Student's Aadhaar so as to receive USER ID & PASSWORD.
8. Scanned copy of Passport size Photograph of self, Caste Certificate, Income Certificate & first page of Bank-account passbook for uploading purpose.

BRIEF INSTRUCTIONS FOR FILLING UP THE ONLINE APPLICATION FORM:

Aadhaar Number*	Aadhaar is made mandatory for availing Scholarship. Registration on the Portal is now based on AADHAAR of the Student. a. In one Aadhar, only one registration is allowed. b. Please provide correct Aadhaar number of self in the prescribed field in the on-line Application.
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	<p>c. In case it is found at any stage that Aadhaar number provided by you is wrong or not yours, the application is liable to be rejected.</p> <p>d. In case you do not have Aadhaar, you are requested to apply for Aadhaar enrolment at any Aadhaar enrolment centre at the earliest and revisit the portal with your e-Aadhaar details.</p> <p>e. If the Aadhaar/ e-Aadhaar is not obtained by the last date of on-line submission of the application, applicant need to submit his/ her Aadhaar Enrolment ID slip along with any of the following Photo identity to the respective DWO along with hard-copy of the Application:</p> <p>(i) the voter identity card issued by the Election Commission of India; or (ii) ration card; or (iii) the driving license issued by the Licensing Authority under the Motor Vehicles Act, 1988; or (iv) the certificate of identity having photo of such member issued by a Gazetted Officer or a Tehsildar on an official letter head; or (v) PAN Card</p>
Date of Birth (DOB)*	Provide DOB as printed in 10 th Board Examination Certificate/ educational certificates.
Caste Category*	Select the Caste Category accurately as this is a non-editable parameter of the application. Variance in Caste category reflected in PRERANA Portal and reflected in Caste Certificate submitted by the student will lead to rejection of the application.
Scholarship Scheme*	<p>Select the Scholarship Scheme accurately as this is a non-editable parameter of the application. Variance in Scholarship Scheme selected in PRERANA Portal and Caste Category reflected by the student will lead to rejection of the application.</p> <p>Scholarship schemes are divided in following major categories described below (Students are required to select the relevant Scheme based on their Caste category):</p> <p>3.1 Post-Matric Scholarship Scheme for ST students: For students belonging to Scheduled Tribe communities</p> <p>3.2 Post-Matric Scholarship scheme for SC students: For students belonging to Scheduled Caste communities</p> <p>3.3 Post-Matric Scholarship scheme for OBC/ SEBC students: For students belonging to OBC/ SEBC category</p> <p>3.4 Post-Matric Scholarship scheme for EBC students: For students belonging to Economically Backward Classes from General</p>

	Category (other than Scheduled Tribe/ Scheduled Caste and Other Backward classes)
Annual Family Income*	Students are advised to provide "Annual Family Income" as per the Income Certificate issued by competent authority in their scholarship application.
District of Domicile*	Domicile district means the district in which students have their permanent address. The student needs to submit the self-attested copy of Resident Certificate alongside other mandatory documents with the print-out of on-line application form to the concerned Institution.
Mobile Number*	Provide correct and operational mobile number as LOGIN ID/ PASSWORD & SMS related to other portal activities will be sent on this mobile number. Only one registration is allowed with one mobile number.
Bank details* account	Provide active bank account number and IFSC code of the bank branch of the student. The name of bank will be automatically mentioned based on your IFSC code. Only one registration must be done with one bank account number. Applicants have to be very careful while furnishing their bank-account information. Any wrong entry or mis-match, the State Government will not be responsible for mis-credit and applicant will be held responsible in case of diversion of public money on this ground. It may be noted that your Aadhaar Number could also be used for crediting scholarship amount in the bank account linked* to your Aadhaar number in fast track mode. To link your bank account with Aadhaar number for receiving scholarship in the same, please visit you bank branch and submit a "bank consent form for receiving DBT".
Uploading Documents* of	Students are required to upload the following documents in the portal in the relevant sections: <ol style="list-style-type: none"> 1. Passport size Photograph 2. Caste Certificate of the Student issued by competent authority 3. Income Certificate of the Parent/ guardian issued by competent authority 4. First page of Bank-account passbook

CONDITIONS OF AWARD OF SCHOLARSHIP:

1. Any student belonging to ST, SC, OBC/ SEBC, EBC category applying for Post-Matric Scholarship Schemes are hereby required to furnish proof of possession of Aadhaar or undergo Aadhaar authentication. Therefore, please provide correct Aadhaar number of self in the Online Application Form. In case it is found that Aadhaar number provided by the student is wrong or is not his/her, the application is liable to be rejected.
2. Student who after passing one stage of education is studying in the same stage of education in different subject i.e. I. Sc. after I.A. or B.Com after B.A. in other subject will not be eligible.
3. Student who completed their educational career in one professional line e.g. LLB after B.Tech/ B.Ed. will not be eligible.
4. Student pursuing Post-graduation courses in Medicine will be eligible if they are not allowed to practice during the period of their course
5. The Scholarship Award once made will be payable from the stage at which it is given till completion of the course subject to good conduct and attendance of 75% in every academic year.
6. The Scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has failed to make satisfactory progress or has been guilty of misconduct, the scholarship may be cancelled or further payments withheld for such period as considered fit by the Sanctioning Authority.
7. If a student found to have obtained a scholarship by false statements, his/ her scholarship will be cancelled forthwith and the amount of scholarship paid, if any, will be recovered. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
8. A scholarship awarded may be cancelled if the student changes the subject of the course of the study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the Sanctioning Authority.
9. A student is liable to refund the scholarship amount if during the course of the year, the studies for which the scholarship has been awarded is discontinued by him/ her.