

NOTIFICATION

CENTRAL SECTOR SCHOLARSHIP FOR UNDERGRADUATE STUDIES:2014-15 APPLICATION INVITED

Applications are invited for the Central Sector Scholarship for Under Graduate Studies, for the academic year 2014-15 from students who have scored more than 80% marks in the +2 /VHSE Examinations, March 2014 conducted by the Board of Higher Secondary Education /Board of Vocational Higher Secondary Education Government of Kerala, and pursuing any regular course at Under Graduate level in recognized Educational Institutions, including Professional Courses such as Medical, Engineering etc. Total number of Scholarships available under this Scheme is 2324.

The Scholarship, introduced by Ministry of Human Resource Development Department of Higher Education, Govt: of India, aims at providing financial assistance to meritorious student from low income families.

The total number of Scholarships is divided to the States, based on the Statistics of the population in the age of 18-25 years. 50% of the Scholarships would be earmarked for girls . The Scholarships would be distributed amongst the pass outs of the Science, Commerce and Humanities streams in the ratio of 3:2:1. Scholarships are reserved for the various categories as follow: SC-15%,ST-7½%,OBC-27%. For Physically handicapped students ,3% Scholarships are reserved horizontally in all the categories.

2.Rate of Scholarship:

Under Graduate Students: Rs: 1000/- per month for (Subject to a Maximum of Rs: 10,000/- for an academic year) and **Rs: 2000/-** per month for Post-Graduate studies (Subject to a Maximum of Rs: 20,000/- for an academic year), provided they are selected for Scholarship at UG level. **Professional Courses : Rs. 1000/-** per month for the first three years (Subject to a Maximum of Rs: 10,000/- for an academic year) and **Rs. 2000/-** per month for the 4th and 5th years of study (Subject to a maximum of Rs:20,000/- for an academic year). The Central Sector Scholarship amount will be transferred directly by MHRD to the adhar linked Bank Account of the Students under Direct Benefit Transfer (DBT) Scheme introduced by Government of India.

3.Eligibility :

(i) Applicant should have Scored a minimum of 80% of Marks in the +2/VHSC Examinations, March 2014 conducted by the Board of Higher secondary Education/Board of Vocational Higher Secondary Education, Government of Kerala.

(ii) Applicant Should be pursuing any Regular Courses at Under- Graduate Degree level in any recognized Educational Institution, including Professional Courses Such as Medical, Engineering etc.Students Pursuing Parallel / Private Registration/ Correspondence / Distance Education courses are not eligible to apply for this Scholarship.

(iii) Parental income (Both Father and Mother) should not exceed Rs: 6 lakhs per annum for the financial year ending March 2014.

(iv) **Applicant should not be availing any other Scholarships/ Financial Assistance.**

(v) Applicants should not be belonging to the Creamy –layer as defined by the Department of Personal and Training in their Notification number 36012/22/93 Esst. (SCT) dated 8/11/93 and as modified vide their OM No: 36033/3/2004-Esst(Res) Dated : 9/3/2004 and as may be modified from time to time.

4. How to Apply

Applications can be submitted only ‘ONLINE’ at the Scholarship Website of Department of Collegiate Education,www.dcescholarship.kerala.gov.in from 01/09/2014. Manual Applications if any sent will not be considered

Instructions to Institution

Before doing the online registration by the Student, the name of the institution has to register in the website. The institution should sent their details along with scanned copy of affiliation details to dcedirectorate@gmail.com and the registration will be initiated by the Department. The institution will be provided with user ID and password one for verifier ,one for approver, login the Scholarship site by which the Institution has to complete the registration and add their courses in the site.

The Verifying Officer of the Institution, has to verify the online application using his Id and password and the HOI has to approve it using approver Id and password.

Applicant should have a Addhar enabled Bank account in his/her name in any Nationalized Bank. This is mandatory to apply for the Scholarship.

5. Procedure for Online Submission of Application

- a). Click the link **Central Sector Scholarship(CSS)** provided in the Home Page of Scholarship website.
- b). Click the button **Selection List** to see whether the Candidate's name is in the Selection List. Only those Candidates whose name are included it can apply for Scholarship.
- c). Click on **Apply Online**

1) If the Candidate has already registered his/her name for any other Scholarship at this site, do **Candidate login** with the previous registration details.

2) Fresh Candidates have to click **New Registration** for registering their name.

- d. Click **CSS** tab in the Scholarship page.
- e. Select the **District, Institution Type, Name of the Institution** and the **Stream of Study** for the Higher Secondary Examination.
- f. Select the **Name** of the Candidate.
- g. Fill in the **Registration Number** of Higher Secondary Examination. The candidate can proceed only if the Registration Number is correct.
- h. Select the **Category** (SC/ST/OBC)
- i. Select whether **Physically Handicapped**.
- j. Fill in the **Annual Income**.
- k. Click the **Submit** button.
- i. Take the **Registration Printout**, paste a recent passport size photograph on it (to be attested by the Principal of the present Institution), sign on it

and submit it along with the documents listed in Para 6 to the Verifying Officer of the Institution.

6. Documents to be submitted along with Registration Printout

- a. Attested certificate of matriculation examination
- b. Proof of Permanent Residence/Nativity Certificate
- c. Annexure-iii (income Affidavit): Parental income of the student as on March 2014 should be shown.
- d. Non-Creamy-Layer Certificate, Community Certificate, Disability Certificate in case of Physically Handicapped applicants etc. should be produced in original wherever applicable.
- e. Copy of the +2/VHSE Mark list attested by a Gazetted Officer.
- f. Attested copy of first page of bank pass book in the name of the student ,showing account number ,name, code etc.
- g. Attested Copy of Adhar Id .

7. Guidelines for Approval of Applications at Institution level

- a. The Registration Printouts along with the Documents listed in Para 6 above are to be collected by the Verifying officer of the Institution and are to be **Verified Online by login using his user ID and password.** The Verifying officer has to sign in the place prescribed in the Registration Printout.
- b. All verified applications are to be **Approved Online** by the Principal/HOD by using approver ID and Password.
- c. The certificate stating that the Candidate is pursuing the under Graduate course in the Institution has to be given in the Prescribed place in the Registration Printout.
- d. **In case of Govt: and Aided Institutions,** all the Documents collected from the applicants and approved at the Institution level are to be kept under safe custody of the Principal for future verification by the Directorate of Collegiate Education. No documents are to be submitted/ forwarded by them to the Special Officer for Scholarships, Directorate of Collegiate Education.
- e. **In case of Unaided/Self Financing Institutions and Outside Kerala Studying,** all approved applications from the Institutions are to be sent under one covering letter along with the documents listed below, to 'The Special

Officer for Scholarships, Directorate of Collegiate Education ,6th Floor, Vikas Bhavan, Thiruvananthapuram.

- (i) A list of the applicants in the order of merit based on marks scored at +2/VHSE Examination. The list should include Serial number, Admission number of the Candidate, Name of the Candidate, Percentage of the marks obtained in +2/VHSE ,present Course and Date of Admission.
- (ii) A Certificate as shown in Annexure-1 for each application.

8. Schedule of activities

- a. Commencement of Online registration** **16/09/2014**
- b. Last Dates**
 - (i) Online Submission of the Application by students **: 10/10/2014 6 PM**
 - (ii) Submission of Registration printout and documents to the Institution by Students **: 18/10/2014**
 - (iii) Completion of verification and Approval by the Institution **: 25/10/2014**
 - (iv) Receipt of Registration Printouts and Supporting documents of approved applications by the Special Officer Scholarship (in Case of Recognized Unaided Institutions in Kerala and Students Studying outside Kerala.) **: 31/10/2014**

Note: Individual Applications sent by the Students directly and applications verified/received from Institutions after the last date etc. will not be considered .

The applications not verified and approved by the Institutions by online will not also be considered

Special Officer for Scholarships

CERTIFICATE

Annexure-1

1.(Name of the Candidate),
Admission No:.....is Studying for the first
year.....(Name of Course) during the academic year 2013-14
.The course is a regular course.

2. This College is affiliated with
.....(Name of the
University) vide order
No:.....dated.....

3. The course in which the student is studying has the approval of all India
Council for Technical Education/ All India Medical Council/Indian Nursing
Council/Pharmacy Council/ UGC vide order
No:.....dated.....

Institution

Signature of the Principal

Telephone No:

Date:

Fax No:

Name of Principal

E-mail ID

Office Seal