

****Online Application Instructions for Post Matric Scholarship for SC Students**

(<https://www.digitalgujarat.gov.in>)

*** 1.New Registration on Digital Gujarat Portal:**

- Students must open the **Digital Gujarat Portal** and click on the “**Login**” option.
- Click on “**Citizen Login/Registration**” and then select “**New Registration (Citizen)**” to register.
- Registration requires an **Email ID, Mobile Number, and Password**.
- The credentials must be saved securely for future use.
- A **valid mobile number and email ID** are mandatory (Ensure that the registered mobile number remains active as it will be used for updates regarding scholarships and assistance).
- After registration, students must use their **registered mobile number or Email ID** as the username and their **created password** to log in.
- Once logged in, students must update their **profile (My Profile)**. Only after updating the profile can they apply online for scholarships.

*** 2.For Previously Registered Students:**

- If students have **already registered** on the **Digital Gujarat Portal** in the past (for scholarships, tablet schemes, or other services), **they do not need to register again**.
- They should log in using their **existing Login ID and Password** to apply for the relevant scheme directly.
- If a student has **forgotten their password**, they must click on “**Forget Password**”, receive an OTP on their registered mobile number, and create a **new password**.
- The new password will be used along with the registered mobile number as the **User ID**.
- The **Forget Password** option is available on the **Digital Gujarat Portal login page**.

***3.Updating Mobile Number:**

- If a student's **registered mobile number is lost or deactivated**, they must **visit the nearest SC/ST/OBC welfare office** to verify their identity and update their **mobile number** in the profile.

***4. Applying for Scholarships Online:**

- After logging in, students must go to “**Services**” and then click on “**Scholarship Services**”.
- This is the **only official way** to apply for scholarships online.

***5.Selecting the Financial Year:**

- After clicking on "**Scholarship Services**", students will see a **dropdown menu** listing financial years from **2017-18 to 2023-24**.
- If a student had applied for a scholarship in a previous year, they can view their past applications.
- For **new applications for the year 2024-25**, students must click on "**Request a New Service**" and select the **Financial Year 2024-25**.
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***Renewal and New Application Process for Post Matric Scholarship for SC Students**

1. Automatic Renewal for Previous Applicants:

- Students who applied online in the **2023-24 academic year** and successfully received a scholarship as per the rules will have their renewal applications **automatically processed** in "Renewal Mode" for the new academic year.
- Such students **do not need to reapply manually**.
- They must **click on the "Renewal" button**, verify all their details, including:
 - **Registration Details**
 - **Bank Details**
 - **Academic Details**
 - **Disability Details (if applicable)**
- They must upload any **required documents** and then **submit the application online**.
- (Students must **scan and upload** original documents as required.)

2. If Automatic Renewal is Not Available:

- If a student's **application is not automatically renewed**, they must apply manually.
- Click on "**Request a New Service**" and select **Financial Year 2024-25** from the drop-down menu.
- Choose the appropriate scholarship scheme and complete the application process.

***3.Steps to Apply for a New Scholarship:**

- Open the **Digital Gujarat Portal** (<https://www.digitalgujarat.gov.in>).
- Click on "**Login**", then go to "**Citizen Login/Registration**" and log in with your **ID and Password**.
- After logging in, go to "**Services**" → "**Scholarship Services**" and click on "**Request a New Service**".
- Select **Financial Year 2024-25** from the drop-down menu.

- Under the heading “**Director Scheduled Caste Welfare**”, select the relevant scheme for which you are eligible.
- Click “**Continue to Service**” and fill in all necessary details:
 - **Registration Details**
 - **Bank Details**
 - **Academic Details**
 - **Disability Details (if applicable)**

3. **Uploading Documents and Final Submission:**

- Students must **scan and upload all required documents** in the **Attachment** section.
- After verifying all details and uploading documents, they must **upload a passport-size photo**.
- Click on “**Verify Mobile Number**”, receive an **OTP on the registered mobile number**, and enter it for verification.
- Finally, submit the application by clicking “**Final Submit**”.
- Once submitted, the application will be forwarded to the **respective school/college/institution** for verification.
- After submitting the online application, students must **download and print the final application form** and submit it along with the required documents to their school/college/institution.

***Important Instructions for SC Students (Academic Year 2024-25)**

***1.Scholarship Application Period:**

- **Eligible Scheduled Caste (SC) students must apply online for scholarships/financial assistance on the Digital Gujarat Portal between October 9, 2024, and November 10, 2024.**

***2.Aadhaar-Based Biometric eKYC (Mandatory Requirement):**

- **The Government of India has made Aadhaar-Based Biometric eKYC mandatory for all Post Matric Scholarship schemes (BCK6.1 - With and Without Freeship Card) from the academic year 2024-25.**
- **Aadhaar eKYC has already been integrated into the ration card database by the Food and Civil Supplies Department of the State Government.**
- **Other departments will verify eKYC using the same API Service and database, eliminating the need for separate Aadhaar-based biometric eKYC.**

- Digital Gujarat Portal has already been integrated with Aadhaar eKYC, allowing students to verify their details online by entering their Ration Card Member ID.
- Students whose Aadhaar-Based Biometric eKYC status is "Yes" will be able to submit their online application.

***3.Ways to Complete Aadhaar-Based Biometric eKYC:**

Students can complete the eKYC verification through the following methods:

- “My Ration” Mobile Application (Download Link:
https://play.google.com/store/apps/details?id=gujarat.banaskantha.myration&pcampaignid=web_share)
- Visiting the Mamlatdar Office (Civil Supplies Department) or Zonal Office (Municipal Corporation)
- Through Village Panchayat Centers (VCEs)
- By contacting school/college principals

Note:

- Students must have a valid ration card with their name on it and their Aadhaar number linked to the ration card to complete eKYC.

***4.Family ID Project:**

- Under the Post Matric Scholarship Scheme, the State Government has made it mandatory to link:
 - Aadhaar Number
 - Ration Card Number
 - Ration Card Member ID
- These details will be collected online when students enter their Ration Card Member ID and click on "Get Details".
- The system will fetch the details from the ration card database via API integration.
- Students and their college/school authorities must ensure the eKYC details are correctly linked to avoid misuse of data.

***5.Scholarship Payment System (Aadhaar-Based Direct Transfer):**

- Since 2022-23, the Post Matric Scholarship Scheme follows a 40% contribution from the State Government and 60% from the Central Government.
- Scholarships are credited directly into students' bank accounts linked with Aadhaar.
- Important: Students must ensure their Aadhaar is linked to their bank account for scholarship payments.

***.6For Students Residing in Hostels:**

- **Students staying in hostels must download their Hostel Certificate from the Digital Gujarat Portal, get it signed and stamped by the hostel warden, and upload it online while applying.**

***7.For Students Studying Outside Gujarat (Out-State Students):**

- **SC students who are permanent residents of Gujarat but studying in other states must also apply online through the Digital Gujarat Portal.**
- **They must submit their application along with:**
 - **Copies of uploaded documents**
 - **Accreditation proof of the institution**
 - **Course approval proof**
 - **Fee structure approval letter**
 - **Forwarding letter from their institution**
 - **Submit all documents to their district SC Welfare Office in Gujarat**

Important:

- **While filling out the application, students studying outside Gujarat must select their current address state as other than Gujarat in the Registration Details section.**

***8.For Students Admitted via Freeship Card:**

- **Students admitted under Freeship Card should apply only under (BCK-6.1) Post Matric Scholarship for SC Students (GOI) (Freeship Card Students Only).**
- **As per the Government of India's guidelines (from 2021-22), even tuition fees will be directly credited to students' bank accounts.**
- **Students must submit their fee amount to their college within 7 days of receiving**

Important Instructions for Students Regarding Online Scholarship Applications

***1.Final Submission and Document Verification:**

- If a student has filled the online application but has not done the final submission or has not submitted the required documents to their institution, their application will not be considered.

***2.Bank Account Requirements:**

- Students must ensure their bank account is active and meets KYC (Know Your Customer) requirements.
- If incorrect bank details are entered while filling out the form, and the scholarship amount is credited to another account, the student will be solely responsible.

***3.Dormant Bank Accounts:**

- If a student's bank account has been inactive for a long time (i.e., no deposits or withdrawals), it may be classified as dormant by the bank.
- In such cases, scholarship payments cannot be processed.
- Students must check with their bank and reactivate their account before applying.

***4.Correct Selection of Academic Details:**

- Students must carefully select their institution and course details while filling out the application.
- If a student mistakenly selects the wrong institution or course, their application might be sent to the wrong school/college/university, and the institution will not be responsible for any issues arising from this mistake.

***5.Missing Course Details in the System:**

- If a student does not find their course listed in the Digital Gujarat Portal, they must contact their institution.
- The institution will update the course details in the system, after which the student can select it while applying.

***6.Incorrect Information in the Application:**

- If a student provides incorrect or false information, their application will be permanently rejected.
- If a student attempts to fraudulently obtain a scholarship, legal action may be taken, and they will be blacklisted from receiving future scholarships.
- Students must ensure all entered details are accurate before submission.

***7.Submission Deadline:**

- Students should not wait until the last date to apply.

- They must follow their institution's guidelines and submit the form as early as possible.

***8.Annual Verification Date:**

- Students must confirm the verification date from their institution.
- Only the annual date needs to be entered while applying. Semester-wise dates are not required.

***9.Marksheet Submission:**

- Students must upload their final mark sheets for all academic years, including:
 - Class 10 mark sheet
 - Mark sheets for all subsequent years of study
- These documents must also be submitted to the institution.
- (Students must scan and upload original documents on the portal.)

***10.Academic Gap Declaration:**

- If a student has had an academic gap (i.e., has not studied for a period after Class 10), they must submit a self-declaration letter confirming that they did not receive any scholarships during the gap period.
- This document must be uploaded online and submitted to the institution.

***11.Changes After Final Submission:**

- Once a student has submitted the application, no modifications can be made.
- If changes are required, the institution must return the application to the student for necessary corrections.
- Students will receive a notification if their application is returned for corrections.
- (The portal now has a "Withdraw" option, allowing students to cancel their application and reapply if the institution has not yet processed it.)

***12.Application Through E-Gram Centers:**

- Students can also apply online through E-Gram Centers.

***13.No Offline Processing of Scholarships:**

- The entire scholarship process is online.
- No offline scholarship applications will be accepted.
- Students and institutions must ensure they follow the online application procedure.

***14.Helpline for Technical Issues:**

- If students face any difficulties while filling out the application, they can contact the Digital Gujarat Portal Helpline at 18002335500.

***Important Details to Note Before Filling the Online Application Form**

Things to Keep in Mind:

1. Valid Email ID:

- Students must have a valid email ID before filling out the online application.
- If they do not have one, they should create an email ID immediately.

2. Active Mobile Number:

- During the online application, students will receive an OTP (One Time Password) on their registered mobile number.
- Important messages and notifications regarding scholarships will also be sent to this number.
- Students must ensure that their mobile number remains active until the scholarship is received.

3. Aadhaar-Linked Bank Account:

- Since 2022-23, the Post Matric Scholarship Scheme follows a 40% contribution from the State Government and 60% from the Central Government.
- The scholarship amount will only be credited to Aadhaar-linked bank accounts.

***Required Documents for Scholarship Application:**

Students must scan and upload original copies of the following documents before applying:

1. Caste Certificate:

- Issued by the competent authority verifying the student's Scheduled Caste (SC) status.

2. Income Certificate of Parent/Guardian:

- Issued by the competent authority confirming the family's annual income.
- If the father is deceased, a death certificate must be uploaded.
- If parents are divorced, the divorce order/certificate and mother's income certificate must be uploaded.
- If the parent is a government employee, Form-16 (Income Tax Certificate) must also be uploaded.

3. Academic Mark Sheets:

- Class 10th mark sheet.
- Mark sheets for all subsequent years of study (final mark sheet of each academic year).

4. Bank Passbook or Cancelled Cheque:

- The first page of the bank passbook showing:
 - Account Number
 - IFSC Code
 - Bank Branch Name
- If a passbook is unavailable, a cancelled cheque with the same details must be uploaded.
- If the student has changed their bank, details of the new bank account (new IFSC code and account number) must be provided.

5. Academic Gap Certificate (If Applicable):

- If a student has a gap in education (i.e., they did not study for a period after Class 10), they must submit a self-declaration certificate confirming that they did not avail of any scholarships during the gap period.

6. Hostel Certificate (For Hostel Students Only):

- Students residing in hostels must download the Hostel Certificate from the Digital Gujarat Portal.
- The certificate must be signed and verified by the hostel warden before being uploaded.

7. Disability Certificate (If Applicable):

- If a student has a disability, a certificate issued by the competent authority must be uploaded.

8. Annual Fee Receipt:

- Students must upload a receipt of their annual tuition fee payment (not required for students applying under the Freeship Card Scheme).

9. Passport-Size Photograph:

- A recent passport-size photo of the student must be uploaded.

10. Domicile Certificate (If Applicable):

- If required, a domicile certificate must be uploaded.

11. Aadhaar and Ration Card Details:

- Aadhaar Card Number and Ration Card Number must be provided.

12. Other Documents (If Required):

- If any additional documents are requested by the district authority, they must be submitted accordingly.

13. Marriage Certificate:

If the student is married, they must upload a marriage certificate.

Important Notes:

1. Upload Only Original Documents:

- Students must scan and upload original copies of all required documents.
- Only if an original document is unavailable, a clear photocopy can be uploaded with justification.

2. Submission to Institution:

- After completing the online application, students must submit a printed copy of the application form along with copies of all uploaded documents to their school/college/institution.

***List of Scholarships and Financial Assistance Schemes for SC Students**

1. Post Matric Scholarship for SC Students (GOI) (BCK-6.1)

Income Limit: ₹2.50 lakh

Gender: Male/Female

Financial Assistance: Scholarship up to ₹2.50 lakh

Eligibility/Conditions:

Students must link their Aadhaar number with their bank account for verification.

Applicable for students from classes 11-12 and college students (non-scholarship holders).

Financial aid distribution: 40% from the State Government and 60% directly to the student's bank account.

All schools/colleges/institutes should participate.

2. Post Matric Scholarship for SC Students (GOI) (Freeship Card Students Only) (BCK-6.1)

Income Limit: ₹2.50 lakh

Gender: Male/Female

Financial Assistance: Scholarship up to ₹2.50 lakh

Eligibility/Conditions:

Applicable only for students with a freeship card.

Financial aid is transferred to the student's bank account from the 2021-22 academic year onwards.

3.Food Bill Assistance to SC Students (BCK-10)

Income Limit: ₹6.00 lakh

Gender: Male/Female

Financial Assistance: ₹1,500 per month for 10 months

Eligibility/Conditions:

Applicable for students residing in hostels at educational institutions (colleges) to cover food expenses.

4.Fellowship Scheme for M.Phil, Ph.D. for SC Students (BCK-11)

Income Limit: ₹6.00 lakh

Gender: Male/Female

Financial Assistance: ₹2,50,000 for M.Phil and ₹1,00,000 for Ph.D.

Eligibility/Conditions:

Available for students pursuing M.Phil or Ph.D.

The student must have completed a minimum of one year of research work to be eligible.

5.Instrumental Help to SC Students (Medical, Engineering, Diploma Students Only) (BCK-12)

Income Limit: ₹6.00 lakh

Gender: Male/Female

Financial Assistance:

₹1,00,000 for Medical students

₹80,000 for Engineering students

₹30,000 for Diploma students

Eligibility/Conditions:

Available for students in the first year of Medical, Engineering, or Diploma courses.

6.Scholarship/Stipend to SC Students for ITI/Professional Courses (BCK-13)

Income Limit: ₹6.00 lakh

Gender: Male/Female

Financial Assistance: ₹400 per month

Eligibility/Conditions:

Available for students enrolled in ITI or professional courses.

7.Post Matric Scholarship for SC Girls Students Only (Income above ₹2.50 Lakh) (State Government Scheme) (BCK-5)

Income Limit: ₹2.50 lakh

Gender: Female only

Financial Assistance: Scholarship up to ₹2.50 lakh

Eligibility/Conditions:

Applicable for girls studying in classes 11-12 and college.

Students must have at least 50% marks to be eligible.

8.Post Matric Scholarship for SC Girls Students Only (Income above ₹2.50 Lakh) (Freeship Card Students Only) (State Government Scheme) (BCK-5)

Income Limit: ₹2.50 lakh

Gender: Female only

Financial Assistance: Scholarship up to ₹2.50 lakh

Eligibility/Conditions:

Applicable only for students with a freeship card.

Students must have at least 50% marks to be eligible.

9.Private Tuition Coaching Assistance to SC Students (Science Stream) (Std: 11-12) (BCK-7)

Income Limit: ₹6.00 lakh

Gender: Male/Female

Financial Assistance:

₹15,000 for students in Std. 11

₹15,000 for students in Std. 12

Eligibility/Conditions:

Available for students in the Science stream.

Students must have obtained at least 70% marks in Std. 10.

10. Tablet Assistance to SC Students (BCK-353)

Income Limit: No limit specified

Gender: Male/Female

Financial Assistance: ₹1,000

Eligibility/Conditions:

Available for students who qualify under the scheme for receiving a tablet for educational use.

(Note: All the details are based on the provided description of each scheme. The schemes are for SC students only.)