National Scholarships Portal 2.0

Detailed guide/work flow for registration of students in the different Scholarship Schemes
NSP HOME PAGE
for new user click on New Registration
For existing user click on Login.
Fresh Student Registration Form

On Clicking on “New Registration, a new registration form opens.

Select Pre-Matric for class 1–10
Select Post Matric/MCM/ TOPCLASS for Class 11,12, UG, PG etc.
Select Scholarship scheme if you want to apply for Scholarships. Select Incentive Scheme if you want to apply for any incentive scheme.
You can select to give your bank details or your aadhaar details as your identification.

Fields marked with a red star are Mandatory to fill.

Upload your Bank Passbook copy in PDF or Jpeg Format. Maximum size 200KB.
After filling the form, click on Register to get an unique application number on your registered mobile phone number.

Enter the captcha given on the right side.
On Clicking “Register”, you will get a unique application number and password as SMS in the registered mobile number. Click on Continue to continue to login for Application.
After getting the Application id, you can go to the home page and click on “Login to Apply“ for the detailed application form.
Enter the Application Id and Password that you received on your Mobile No.

Enter the Password you received on your mobile number. After login for the first time, you will be directed to the change password page, where you have to change your password for future use.

Select this link if you have not registered earlier and do not have a valid application Id.

Click this link if you forgot your application id.

If you forgot your password, you can use this option to regenerate a new password.
On successful login, an OTP is sent to your mobile number before password reset. Upon entering the OTP, you will be redirected to the Password RESET Page.
Screen to enter the new password. Rules of the new password is given below.

Your password must satisfy the following:

1. Should be min 8 character long.
2. At least one alphabet [ a - z, A - Z ].
3. At least one numeric value [ 0 - 9 ].
4. At least one special characters [ @!#* ].
• Upon successful registration, applicant is forced to change password if login is done for the first time. As the applicant logs in, an OTP is sent to his/her registered mobile number. After verifying the OTP, applicant is redirected to change Password page.
• Once the student changes the password, they will be directed to the Applicant’s Dashboard page.
Welcome, RAHUL KUMAR
Application ID: TR201718012278048

APPLIED/ELIGIBLE SCHEME:-
- INCOMPLETE REGISTRATION DETAILS - Apply

Application Verified BY School/institute/College
Application Verified BY State/Board Officer
Applicant Aadhaar Verified
Applicant Bank Account Detail Validated
Application not Found Duplicate By System
Selected For Scholarship/Merit List
Scholarship Amount Processed From NSP to PFMS

*Student are advised to get the updated status from the PFMS website- https://pfms.nic.in/Static/KnowYourPayment.aspx
Application Form

- Application Form is divided into three Parts:

1. Registration Details
2. Academic Details
3. Basic Details
Dropdown list of Religion

Options:
- Hindu
- Muslim
- Choose your option
- Christian
- Sikh
- Parsi
Data entered at the time of registration is automatically filled and is not editable.

This column is for schemes for those girls who are single child of their parents.

This drop down contains the various religions for applications to schemes of Minority.

You can select the relevant Community like SC/ST/OBC/GENERAL etc from this drop down list.
Select whether you are a day scholar or Hosteller from this drop down.
ACADEMIC DETAIL SECTION
Click on this button for selecting institute

For refreshing the course list, please select the institute again using select your institute button.
First select the state in which the institute is located, then select the district. If you know the AISHE/DISE/NCVT code of the institute, you can search the institute using that also in the search button.
Upon selecting the district, all the institutes in that state/district will appear. You can select your institute from there.
After filling Institute State and Institute District... Click Get Institution List. You will get all institution names according to your selected data.
The selected Institution Name will be displayed in a popup message. Click on the select button if the name of the institute is correct or cancel if you want to reselect the institute again.
According to the chosen institute, courses will be displayed here.
Please select the course year in which you are studying.
Select whether correspondence or regular study mode.
Select the current class start date from the calendar.
Select your Board/University
All fields marked with a red * are mandatory.
Select class 10 board
<table>
<thead>
<tr>
<th>Academic Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Select your Institute</strong></td>
</tr>
<tr>
<td><strong>Present Class/Course</strong></td>
</tr>
<tr>
<td><strong>Present Class Start Date</strong></td>
</tr>
<tr>
<td><strong>Previous Board/University name</strong></td>
</tr>
<tr>
<td><strong>Previous Course</strong></td>
</tr>
<tr>
<td><strong>Previous Passing Year</strong></td>
</tr>
<tr>
<td><strong>10th Class Roll No.</strong></td>
</tr>
<tr>
<td><strong>12th Class Roll No.</strong></td>
</tr>
<tr>
<td><strong>Board Name</strong></td>
</tr>
<tr>
<td><strong>Roll No.</strong></td>
</tr>
</tbody>
</table>

**Basic Details**

**Admission Fee**

- ALIGARH MUSLIM UNIVERSITY BOARD
- ANDAMAN AND NICOBAR DIRECTOR OF EMPLOYMENT AND TRAINING
- ANDAMAN AND NICOBAR SCHOOL BOARD

**Misc. Fee (Amount other than Admission/Tuition Fee)**

- 0
Select competitive exam qualified. Applicable only for NMMS Scheme.
Select yes if you are an orphan

Select yes if you are disabled
Select type of disability
Select Married if you are married.
Select your parent's profession. If not applicable, select others.
After filling all the mandatory fields, click on Save and continue to select scheme.
The eligible schemes based on entered criteria is displayed here.
Domicile state as registered will be automatically displayed.

Districts of the selected State will be displayed here. Select your domicile district.
Select the scheme you want to apply. If total scholarship amount in that scheme is less than Rs.50000, there is no need to upload documents. But it is always better to upload documents to support for easier verification. Simply submit document with application copy at school/college/institute.
Please click on “Save as Draft” if you are not clear about any detail entered and you want to edit the form again.

If you are sure of the details entered, click on “Final Submit” to submit the form. Upon final submit, you will not be able to edit the form again.
For changing any registration details entered, use “update Registration Details”. Again, final submitted applications cannot be edited.

Use “Update Account Details” for changing account details. Final submitted applications cannot be changed.
On clicking on "Update Registration Details" the student will receive an OTP in the registered mobile number. Enter the OTP to proceed to update registration details.
On clicking on "Update Account Details" the student will receive an OTP in the registered mobile number. Enter the OTP to proceed to update account details.
“Check your Status” displays the current status of your application form.
Use the “Change Password” link to change your existing password.
Use the “Print Your Application” link to print final submitted applications.