

No. 1-34/2020-NS-1  
Government of India  
Ministry of Education  
Department of Higher Education  
(Scholarship Division)

West Block -1, Wing 6, R.K. Puram, Sector -1  
New Delhi-110066  
Dated: 22 June, 2022

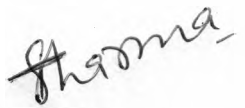
**Office Memorandum**

**Subject: FAQ and relaxation in minimum percentage criteria for renewal under the Central Sector Scheme of Scholarship for College and University Students (CSSS) – Regarding.**

The undersigned is directed to enclose herewith FAQ under the Central Sector Scheme of Scholarship for College and University Students, for uploading the same on National Scholarship Portal by 30<sup>th</sup> June 2022.

2. With respect to pandemic related relaxations on percentage of marks/attendance granted to renewal applicants under CSSS for the academic year 2021-22, the following may please be noted:
  - a. Till date, no such request has been received from any Board/ University. Therefore, the opening of portal should have the eligibility criteria of renewal applicants as well as fresh applicants as per the latest approved scheme document (copy enclosed for ready reference).
  - b. Since the NIC has already have provision for students/ INOs/ DNOs to raise difficulties, if any faced in the portal, the feedback from the students received in the portal regarding renewal applications of CSSS may be promptly forwarded to this Division for due consideration and conveying of decision of the Department to the NIC managing the NSP for its implementation and the DBT mission.

Encl: As above.

  
(Tripta Sharma)  
Section Officer (Scholarship)

To

Shri Shashi Bhusan  
Deputy Director General  
National Informatics Centre (NIC)  
A-Block C.G.O, Complex, Lodhi Road  
New Delhi-110003

**Copy to:** Shri Ravi Ranjan, Under Secretary (DBT), DBT Mission, Cabinet Secretariat, 4<sup>th</sup> Floor, Shivaji Stadium Annexe, ShaheedBhagat Singh Marg, New Delhi-110 001 for information.

**Government of India  
Ministry of Education  
Department of Higher Education  
(National Scholarship Division)**

**PRADHAN MANTRI UCHCHATAR SHIKSHA PROTSAHAN (PM-USP)  
YOJANA**

**FAQ FOR THE COMPONENT SCHEME –**

**CENTRAL SECTOR SCHEME OF SCHOLARSHIP  
FOR COLLEGE AND UNIVERSITY STUDENTS (CSSS)**

**FREQUENTLY ASKED QUESTIONS (FAQ)**

**2022-23**

**ABOUT THE SCHEME**

The “Central Sector Scheme of Scholarship for College and University Students” is implemented by the Department of Higher Education since 2008. The objective of the scheme is to provide financial assistance to the meritorious students, to meet a part of their day-to-day expenses while pursuing higher studies.

**1. What is the eligibility criteria for applying the “Central Sector Scheme of Scholarship for College and University Students”?**

Central Sector Scheme of Scholarship for College and University Students is a merit-cum-means scholarship scheme.

**Eligibility conditions:**

- Students who are above 80<sup>th</sup> percentile of successful candidates in the relevant stream from a particular Board of Examination in Class XII
- Pursuing regular course(not correspondence or distance mode)
- Having family income of less than Rs. 4.5 lakh per annum
- Not receiving any other scholarship and fee reimbursement of any kind
- Diploma students not eligible under the scheme.

**2. Methodology adopted for generating Merit List for selecting the beneficiaries under the Scheme?**

From the eligible applicants, merit list is drawn based on gender (50 boys: 50 girls), stream (3-Science : 1-Commerce : 3-Humanities), Category (SC-15 % /ST-7.5 % and OBC-27 % ), and 5 % horizontal reservation is provided for Persons with Disabilities (PwDs) from the allocated quota of individual State Education Boards. In case of shortfall in the number of applications, the scholarship slots could be inter-changed.

**3. What is the rate of scholarship under the Scheme?**

The rate of scholarship is Rs. 12000/- per annum at Graduation level for first three years of College and University courses and Rs. 20000/- per annum at Post-Graduation level. Students pursuing technical courses are paid Rs. 20,000/- per annum in the 4<sup>th</sup> and 5<sup>th</sup> year. Applicant has to apply for renewal scholarship on NSP every subsequent year. Students pursuing B.Tech/ BE would get scholarship for 4 years only i.e Rs. 12000/- per annum for first three years and Rs. 20,000/- per annum in the 4<sup>th</sup> year.

**4. What is the duration of scholarships and criteria for renewal under the scheme?**

A student will be eligible for the scholarship for a total duration not exceeding 5 years. A scholarship under the scheme is renewable on year to year basis up to Post Graduate level (except for the students pursuing technical courses leading to degree at graduation level).

**5. What is the methodology for disbursement of scholarship under the Scheme?**

Scholarship is disbursed through Direct Benefit Transfer (DBT) mode i.e. directly into the bank accounts of the beneficiary. To have seamless disbursal of scholarships, students are required to seed the Aadhaar with the bank account as mentioned in the application form. The student can track his/her payment status from the template “ Know Your Payment” in the Public Financial Management System (PFMS) portal and can also check status on NSP with their login credentials. In case PFMS status is shown as “Success” and the scholarship amount is not credited into the student’s bank account which was mentioned by him/her in the application form, then the student is required to check the status of the bank account which was linked with aadhaar at the time of transaction.

**6. Who can apply for scholarship under CSSS on National Scholarship Portal (NSP)?**

(a) Students who have completed Class-XII in the last Academic Year and who are in the **Top 20<sup>th</sup> percentile list** of concerned Board (SEB/CBSE/CISCE) and got admission in

1<sup>st</sup> year of regular graduation course are eligible to apply for fresh scholarship. **Those who are not covered in the list would not be able to avail the CSSS scholarship scheme.**

(b) Students who have received fresh scholarship in last four academic year (e.g for AY 2022-23, beneficiaries of AY 2018-19,2019-20,2020-21 and 2021-22), can apply on the National Scholarship Portal <http://scholarships.gov.in/> for renewal before the cut-off date.

(c) **To receive renewal scholarship, it is compulsory for the scheme beneficiaries to apply on NSP. If missed out in any academic year he/she can apply for renewal in subsequent year subject to fulfilling other renewal eligibility criteria. Therefore applicant has to ensure to apply for renewal on portal and to ensure that his/her application is verified by the Institute and State Nodal officer, before closure of the portal. Point c is applicable from the academic year 2022-23 and applicable to the eligible renewal beneficiaries for AY 2021-22 and onward.**

**7. How can I apply for scholarship under CSSS? What are the precautions to be kept in mind at the time of online application registration?**

Before registering on the National Scholarship Portal, students are advised to keep the following documents ready with them (i) Bank Passbook for filling bank details (bank account must be in the name of the applicant)(ii) Aadhaar card No. (iii) Parental income certificate(iv) A valid mobile number (v) An e-mail ID (vi)Caste certificate wherever required (vii) Disability certificate wherever required. After filling the personal details students are required to select “**Post-Matric**” option from the drop down menu, and select the “**Central Sector Scheme of Scholarship for College and University Students**”.

While filling the application, student is required to ensure that the name of self, name of father and Roll No., should exactly match as it has been mentioned in the Roll Card/Mark sheet, so that the data gets captured and the scheme is visible in the National Scholarship Portal. **While filling the application form, in the column of State Education Boards they have to select the board as per the list at annexure.**

**Note:- in case student name in 12<sup>th</sup> examination marks sheet and aadhar card is different, then students are advised to get his/her name in aadhar same as in his/her mark sheet.**

For example:-

Father's Name as per mark sheet -Shri Mahendra Pratap Singh ( **M.P. Singh – Incorrect**)

1. **Have a valid personal email ID and mobile no. which should be kept active till the completion of Scholarship disbursement Process. It is advisable not to change the mobile number for the duration of the scholarship.** NSP may send necessary intimation and information through the registered Mobile number. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number. Future necessary information and relevant OTP would be provided on mentioned mobile number. You are advised to mention you own number instead of your family member's number. **The students must also check their SMS from portal regularly.**

2. NIC and MoE do not send any communication other than Email/SMS. No change in E-mail ID and mobile number will be entertained during the entire process.

**8. When to apply for scholarship on the National Scholarship Portal?**

Will be available on National Scholarship Portal (NSP) [www.scholarships.gov.in](http://www.scholarships.gov.in) Please check NSP portal regularly.

**9. What precautions are to be exercised while selecting the institution from the drop down menu?**

While selecting the Institute, where he/she is studying, in the circumstances of having common /matching name of institutions, student need to ascertain the right institute by AISHE code assigned to all institutions. For example:

State	Nature of Institute	Name of Institute	AISHE Code
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC, CHIKLA	S-958
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC FOR WOMEN SIRSA	S-960
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC, HISAR	S-961
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC, MANDKOLA	S-966
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC, ROHTAK	S-955
Haryana	Technical/Polytechnic	GOVERNMENT POLYTECHNIC, NILOKHERI	S-969

**Clicking the FINAL SUBMIT button, after incorrect selection of institution shall lead to non-verification of applications by the institution, which cannot be corrected thereafter and such grievance will not be entertained.**

**10. What are the documents that are required to be uploaded for applying and verification?**

No documents are required to be uploaded at the time of online application, on the National Scholarship Portal. However, copy of documents such as [ Class 12<sup>th</sup> mark sheet, Income Certificate etc. ] must be kept ready which would be required at the time of verification by the institutions. For further information regarding this please check manual provided by NSP portal.

**11. What instructions should be followed by student while filling up Bank Account details?**

- (i) The bank account should be in the student's name.
- (ii) Students must select their bank/branch name carefully from the drop down list.
- (iii) Thereafter the complete account number and IFSC code (by indicating '0' –zero and not 'o' – alphabet ) must be entered correctly. **(Any variation in the bank account number and IFSC code will be subject to rejection)**, particularly in the case where the banks have been merged with the State Bank of India.
- (iv) Bank Account holder must check their 'Know your Customer' (KYC) status from bank and if required the KYC must be done for successful transaction of scholarship amount.
- (v) Bank Account must be operational /active.
- (vi) Bank Account must be preferably in any Nationalized Bank with **core banking facility**.
- (vii) **Facility to update bank account details shall be provided only once, which can be at any stage after submission of application by the student.**

**12. Can I edit the information already saved and upto what time?**

You can edit the information till final submission of the online application. After final submission of application, information can only be edited when your application is marked as defected at the verification level.

**13. Which fields I can edit?**

You can edit all details except the details entered in “Personal Details” tab. It may be noted that once you click on “Confirm and Submit” button your application will be forwarded to the next level and then you cannot edit further.

**14. Do I have to fill up the online application in one sitting?**

No. You can fill the online application in many sittings, until you are satisfied that you have entered all desirable fields correctly. The software provides facility to save your application at every stage until you click on ‘Confirm & Submit’ button.

**15. What is UID number/Aadhaar Number?**

UID number otherwise known as ‘Aadhaar’ number is Unique Identification Number given by Unique Identification Authority of India (UIDAI). The Aadhaar Number should be seeded with the Bank Account in which Scholarship Amount is desired to be transferred. For this the concerned Bank may be contacted with a copy of the Aadhaar card.

**16. What is a Temporary ID?**

Temporary ID (TID) is only a reference number provided to the applicants as a token of their registration in the online database.

**17. Is there any Permanent ID?**

Yes. A Permanent ID (PID) will be provided to the candidate once his/her application is submitted online. It will be conveyed to candidates through SMS and e-mail. Students should remember their PID as it will be required at the time of renewal application. Receipt of PID does not guarantee award of scholarship.

**18. What should I do if I forget my Temporary ID/Permanent ID?**

The process of re-collection of the Temporary/Permanent id is given as below:

“Student login-->Forgot Registration Details?” then enter the basic fields accordingly and click on the button “Get Registration details”.

**19. How should I check the status of my application online?**

You have to login under the option 'Student Login' by entering your Permanent ID and Password. After login, you will be able to view the option 'Check Your Status'. Under this option you can check your online application status.

**20. How do I know the name and address of the Nodal Officers my State Education Board/CBSE/CISCE?**

The name and contact details of the Nodal Officer of the State Education Boards/CBSE/CISCE are available under the link of "Services" on the home page of National Scholarship Portal (NSP).

**21. Where to lodge complaints/queries/grievances regarding scholarship application?**

Technical complaints regarding working of the portal/ processing of online application/ verification status, etc. may be addressed to the Helpdesk of National Scholarship Portal. Queries/requests regarding scheme guidelines, eligibility, etc. may be addressed to the concerned State Education Board.

Grievances regarding non-receipt of fresh/renewal scholarship under Ministry of HRD's "Central Sector Scheme of Scholarship for College and University Students" may be registered on the following link <http://pgportal.gov.in/grievancenew.aspx>

**IMPORTANT:**

- After finally submitting the applications on the portal students are advised to get their online application verified by the respective institutions before the cut-off date. Application which is not verified either by the institute or by the concerned State Higher Education Department /State Nodal Agency or by both will be treated as 'Invalid'.
- **Withdrawal Option:-** Do not use option unless you want to surrender the scholarship.
- For College and course change after completion of graduation courses (general degree course), use the option update college/institution and course in your login. After filling right college/institution and course name then only click on submit button because once click on the submit button system disable to option to update college and course. If you click the submit option without updating the option or fill wrong information then student will not get another chance.



- **For change in college at 2<sup>nd</sup> and 3<sup>rd</sup> year please contact your State Higher Education Department/ State as State Nodal Agency at least 2 week prior to closing date of NSP. Change in college requests received in the last 7 days prior to closing of NSP will not be entertained.**
- **J and K students who passed 12<sup>th</sup> examination in November 20...(2021)., must have to enter 20xx+1 (2022) in the column “12<sup>th</sup> passing year” while filling scholarship application form online on NSP.**
- **Applicants are advised to ensure the linking of aadhar card with their account number mentioned in the application form.**
- **Bank validation status: Applicants must ensure that their bank details got validated after finally submitting the scholarship application form. Bank validation status is shown in the applicant login. If applicant bank validation failed, then he/she will be provided only one chance to update bank details.**
- **Applicant must ensure that his application got verified by his/her institution/college nodal officer with in the permit time period. Failure to do so, mark the application invalid.**

**Contact us:**

National Scholarship Division,  
Ministry of Education,  
Department of Higher Education,  
West Block 1, 2<sup>nd</sup> Floor, Wing 6, Room No. 6,  
R. K. Puram, Sector 1, New Delhi 110066.  
Tele: 011-20862360

**Responsibilities of Institutions/Colleges/Universities.**

- 1. Appoint Nodal Officer to look after the work of verification of applications on National Scholarship Portal. Get him/ her registered on the NSP portals (Same can be done by contacting District/State Nodal Officers). Nodal Officer must be regular employee of the institute.**
- 2. Must verify all the applications within the permitted time period.**
- 3. Under the Central Sector Scheme of Scholarship for College and University Students, Institutions/Colleges/Universities only has to check whether details filled by applicant is true or not. If found ok then Nodal Officer can verify it. If some correction is needed then application form can be marked as defected. If the applicant is not genuine student of Institution/College/University then his/her application can be rejected.**
- 4. Must maintain the records of supporting documents provided by the applicants.**

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**PRADHAN MANTRI UCHCHATAR SHIKSHA PROTSAHAN (PM-USP) YOJANA**  
**GUIDELINES FOR THE COMPONENT SCHEME –**  
**CENTRAL SECTOR SCHEME OF SCHOLARSHIP FOR COLLEGE AND**  
**UNIVERSITY STUDENTS (PM-USP CSSS)**

**(Applicable for academic year 2022-23 onwards)**

**1. Objective**

To provide financial assistance to meritorious students from poor families to meet a part of their day-to-day expenses while pursuing higher studies.

**2. Scope**

The scholarships are awarded by Ministry of Education, Government of India on the basis of results of Higher Secondary / Class XII Board Examination. A maximum of 82,000 fresh scholarships per annum are provided for pursuing graduate / postgraduate degree in colleges and universities and for professional courses, such as Medical, Engineering etc.

**3. Allocation of Scholarship**

The total number of scholarships are divided amongst the State Education Boards based on the State's population in the age group of 18-25 years, after segregating share of CBSE and ICSE on the basis of number of students passing out from various Boards in the country. 50% of the scholarships are earmarked for girls. Out of the total scholarship slots earmarked for UTs of Jammu & Kashmir and Ladakh, 3% slots shall be earmarked for the students from the UT of Ladakh. The number of scholarships allotted to a State Education Board is distributed amongst pass outs of the Humanities, Science and Commerce streams in the ratio of 3:3:1. In case of shortfall in the number of applications, the scholarship slots shall be interoperable among categories (Gen, OBC, SC & ST), gender (Female, Male) and State Quota to maximize use of slots for fresh scholarships with effect from academic year 2022-23, subject to the condition that guidelines of Ministry of Finance and NITI Aayog regarding SC/ST fund allocation of the schemes are adhered to.

**4. Eligibility for Scholarship**

- i. Students who are above 80<sup>th</sup> percentile of successful candidates in the relevant stream from the respective Board of Examination in Class XII of 10+2 pattern or equivalent;

- ii. Pursuing regular degree courses and **not** correspondence or distance mode or pursuing Diploma courses;
- iii. Pursuing courses at colleges/institutions recognized by All India Council for Technical Education and respective Regulatory Bodies concerned;
- iv. Not availing benefit of any other scholarship schemes including State run scholarship schemes/ fee waiver & reimbursement scheme;
- v. Students with gross parental/family income upto **Rs. 4.5 lakh per annum** are eligible for scholarship under the scheme. Income certificate will be required only for the fresh applicants;
- vi. Student changing his/ her college/institute of study will be allowed to continue/renew the scholarship provided the course of study and the institution is having valid AISHE Code; The AISHE code can be checked in the portal <https://aishe.gov.in/aishe/aisheCode>
- vii. Students who missed to apply for renewal of application online on NSP will be allowed to apply for renewal of scholarship for subsequent year on NSP, if he/she fulfils eligibility condition for renewal;
- viii. For renewal of scholarship in each year of study, besides getting at least 50% marks in the Annual Examination, maintenance of adequate attendance of at least 75%, will also be the criteria. Complaints against the student regarding any in disciplined or criminal behaviour including any complaints of having indulged in ragging, will lead to forfeiture of scholarship;
- ix. Beneficiaries/ Applicants under the scheme must apply online in the National Scholarships Portal ([www.scholarships.gov.in](http://www.scholarships.gov.in)) for the fresh/ renewal scholarships. Fresh/Renewal applications sent directly to the Ministry of Education shall not be accepted.

## **5. Reservation**

Students belonging to reserved categories/weaker sections /minorities etc. are eligible to get benefit of reservation on the basis of merit, subject to Central Reservation Policy [i.e. 15% seats are earmarked for SCs, 7.5% for STs and 27 % for OBCs and 5% horizontal reservation for Persons with Disabilities (PwDs) in all the categories]. The Central Reservation Policy will be applicable in filling the slots against each year's target. If slots under a specific group is not filled after considering all the States/UTs, the vacant slots will be allocated to other categories so that maximum number of eligible students can get the benefit, subject to overall ceiling of slots.

## **6. Procedure for Application**

- i. The applications are received online only. Verification of credentials of the students like caste, educational qualifications etc. are done through DIGILOCKER facility of the MeITY, Govt. of India.
- ii. National Scholarships Portal (NSP) ([www.scholarships.gov.in](http://www.scholarships.gov.in)) will provide the timelines for opening & closing of the portal.
- iii. The Guidelines for application, verification, selection and disbursement of scholarship will be as per the NSP.
- iv. Selection list would be generated/displayed on NSP.
- v. Online applications will be verified at two levels i.e by the Institute, where the student is studying and thereafter by the concerned State Higher Education Department or any other Agency/ Official nominated by the State as State Nodal Agency (both for fresh and renewal applicants).
- vi. Latest guideline on Timelines will be made available on NSP.
- vii. Students will not be permanently debarred for scholarships due to delay to renew or verification. However, students will have to submit renewal applications within a cut-off date. Renewal for that year will not be allowed if an applicant misses this deadline.

## **7. Rate and Duration of Scholarship (from financial year 2022-23)**

The rate of scholarship is Rs.12,000/-per annum at Graduation level for first three years of College and University courses and Rs.20,000/-per annum at Post-Graduation level. Students pursuing professional courses, in case, where the duration of course is five (5) years/Integrated course will get Rs. 20,000/-per annum in the 4<sup>th</sup> and 5<sup>th</sup> year. However, students pursuing technical courses such as B.Tech, B.Engg. will get scholarship up to graduation level only i.e. Rs. 12,000 p.a. for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year and Rs. 20,000 in the 4<sup>th</sup> year.

**Note:** The rate of scholarship is Rs.10,000/-per annum for first three years of fresh/renewal scholarships with respect to academic year 2021-22, even if the actual release happens in FY 2022-23.

## **8. Payment of Scholarship**

Students are required to have the bank accounts opened, especially, in their name for availing the benefits under the scheme. The scholarship will be disbursed directly into the savings bank accounts of the beneficiaries through Direct Benefit Transfer (DBT)

mode. The student can track their payment status from the template “Know Your Payment” in the Public Financial Management System (PFMS) portal [ <https://pfms.nic.in/Users/LoginDetails/Login.aspx>] either by indicating Aadhaar number or bank account number or NSP Application ID.

#### **9. For Colleges/Universities**

College and Universities will apprise the students about the “PM-USP CSSS” during admission. Aadhaar based authentication of Institute Nodal Officer (INO)/ State Nodal Officer (SNO) is mandatory for every Institution/State before verification of the applications. INO/SNO should be a regular employee.

#### **10. For State Government/State Boards**

Adequate publicity of the scheme may be initiated through the Schools/ Colleges/ Institutions to create awareness and to facilitate/ assist the applicants in rural area to apply for scholarship online on NSP.

#### **11. Grievance Redressal**

In case of any grievances/complaint regarding the above scheme, the same may be registered to the following link:

<http://pgportal.gov.in/grievancenew.aspx>

other than to the Nodal Officer whose email is available on NSP portal (Services Tab).

#### **Contact us:**

Section Officer  
National Scholarship Division  
Department of Higher Education, Ministry of Education,  
West Block 1, 2<sup>nd</sup> Floor, Wing 6, Room No. 6,  
R. K. Puram, Sector 1, New Delhi 110066.  
**Tele: 011- 20862360**  
**E-mail: [es3.edu@nic.in](mailto:es3.edu@nic.in)**

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