

## **FREQUENTLY ASKED QUESTIONS TO HELP / SIMPLIFY ONLINE SUBMISSION OF APPLICATIONS UNDER NATIONAL MEANS-CUM-MERIT SCHOLARSHIP SCHEME (NMMSS)**

### **Q.No.1. Who are eligible to apply for National Means-cum-Merit Scholarship Scheme (NMMSS)?**

Answer: Students belonging to any community studying in Government, Government-aided or local body schools and fulfilling the Scheme guidelines are eligible to apply for the scholarship. Students whose parental income from all sources is not more than Rs. 3,50,000/- per annum are eligible to avail the scholarship. The students must have scored minimum of 55 % marks or equivalent grade in Class VII examination for appearing in selection test for award of scholarship (relaxable by 5% for SC/ST students).

### **Q.No. 2. How can I apply online for scholarship?**

Answer: National Means-cum-Merit Scholarship Scheme (NMMSS) Scheme is online and one can apply for fresh or renewal Scholarship under the Scheme on the National Scholarship Portal (NSP) at [www.scholarships.gov.in](http://www.scholarships.gov.in). Link to the Portal is also provided on the website of the Ministry of Education, i.e. [www.https://www.education.gov.in](http://www.https://www.education.gov.in).

### **Q.No.3. What documents are needed to be uploaded on Portal while applying for Scholarship?**

Answer: No documents are required for uploading.

### **Q.No.4. What documents are needed to be given to the Institute/School/College for verification of online application on the Portal after applying for Scholarship?**

Answer: The list of documents to be submitted by the applicant for Fresh Scholarship, under NMMSS, for verification of her/his online application by the Institute/School/College is as under:

- i. Income Certificate of Parent/Guardian issued by the Competent Authority in the State/UT.
- ii. Caste Certificate

**Q.No.5. What instructions should be followed by student while filling up Bank Account details?**

Answer: (i) Students/Parents/Guardians must enter IFSC code of their bank branch carefully. (ii) Thereafter the complete Saving Bank Account number must be entered correctly. Students/Parents/Guardians are advised to get account number verified by the concerned Bank Branch as the Scholarship amount will not be transferred if the bank details are incorrect. (iii) 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. (iv) Applicants are advised to link their bank account with Aadhaar, for faster disbursement and ensure that the account remains active till the disbursement of the Scholarship. (v) Bank account must be operational/ active till disbursal of Scholarship, so that payment does not fail. (vi) Bank account must be preferably in a Scheduled Bank (as per Reserve Bank of India) with core banking facility.

**Q.No.6. What is UID number/Aadhaar Number?**

Answer: UID number otherwise known as 'Aadhaar' number is Unique Identification Number given by Unique Identification Authority of India (UIDAI). The Aadhaar Number is required to be seeded (linked) with the bank account in which Scholarship

amount is desired to be transferred. Banks provide multiple ways of linking Aadhaar with the bank account and applicants can obtain the details from the website of the concerned bank or contact the concerned bank with a copy of the Aadhaar card.

**Q.No.7. What is Aadhaar based Payment?**

Answer: Applicants/Students who have entered Aadhaar in their online application correctly and if their Aadhaar is linked to any of their bank account, in such cases the amount of Scholarship will be credited to that Aadhaar linked bank account only even if the student has mentioned any other non-Aadhaar linked bank account in her/his online application.

**Q.No.8. Can I edit the information already saved and up to what time?**

Answer: You can edit draft/incomplete information filled by you until you 'Submit' the online application. To edit the application, go to the option "Student login" → enter the Application Id then click on submit 'login' button.

**Q.No.9. Which fields I can edit before final submission of application?**

Answer: - You can edit all details except "Registration Details". It may be noted that once you 'finally submit' your application it will be forwarded to the next level and after that you cannot edit further.

**Q.No.10. Which fields in the application form are mandatory?**

Answer: -Fields provided with red asterisk(\*) mark are mandatory fields.

**Q.No.11. Do I have to fill up the online application in one sitting?**

Answer: No. You can fill up the online application in many sittings using 'Save Draft', 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 'Submit' button.

**Q.No.12. Is there any Application ID?**

Answer: Yes. An Application ID will be provided to the candidate once his/her application is submitted online. It will be conveyed to candidates through SMS. Students should remember their ID as it will be required while applying for renewal during subsequent years. Receipt of ID does not give itself a guarantee award of scholarship.

**Q.No.13. What should I do if I forget my ApplicationID?**

Answer: The process of re-collection of the Application ID is given as below: "Student login-•>Forgot Registration Details?" then enter the basic fields accordingly and click on the button "Get Registration details".

**Q.No.14. What should I do, if my Institute name is not coming in the dropdown list of Institutes in application form?**

Answer: You may ask your institute to contact the concerned State Nodal officer of NMMSS for their registration through U-DISE/AISHE/NCVT (DGT) code available on NSP portal.

**Q.No.15. What should I do, if I do not find my Course name in the dropdown menu?**

Answer: You should immediately approach the institute (where you are studying) to login their account and add the concerned Course from the Master course list. Thereafter, you may be able to find the desired course name in your online application. If the desired course is not available even in the Master course list of Institute login, you/your Institute should immediately approach to the concerned State Department (where your Institute is

physically located) to add the course. Name of course and course duration along with the supporting documents must be provided to the State department.

**Q.No.16. How should I check the status of my application online?**

Answer: You have to login under the option 'Student Login' by entering your Application Id and Password. Once logged in, you will be able to view the option 'Check Your Status'. Under this option you can check your online status.

**Q.No.17. What should I do before making any call/enquiry/representation at helpdesk of National Informatics Centre (NIC) and/or Ministry of Education?**

Answer: The applicant should first check his/her online status on NSP and then make any call/enquiry/representation at helpdesk of National Informatics Centre (NIC) and/or Ministry of Education (MoE).

**Q.No.18. What is the process of verification of my application?**

Answer: Your application must be verified at School/Institute level and then at domicile district level. You may contact the concerned verification authorities for online verification of your application within the timeline given on the NSP portal. Ministry of Education will release the scholarship amount, only if your application is verified and approved by all verification authorities. In case, your application is rejected by any of the concerned authority due to any reason, you will not get the scholarship amount.

**Q.No.19. How can I check whether the amount of my scholarship is credited in my bank account or not?**

Answer: You may check the transaction status on PFMS portal i.e. [www.pfms.nic.in](http://www.pfms.nic.in) under "Know Your Payment"

(<https://pfms.nic.in/static/NewLayoutCommonContent.aspx?RequestPageName=static/KnowYourPayment.aspx> ) option on the home page.

**Q.No.22. What should I do for the successful payment of Scholarship in my bank account?**

Answer: You are advised to keep your bank account active to receive the scholarship amount (till the disbursal of scholarships). Confirm from your bank that your account is not dormant /closed and also be sure that your account is free from transaction limit or any other conditions till the disbursal of scholarship is made in your account, to avoid any chance of transaction failure/return of scholarship amount

**Q.No.23. How do I know the name and address of Nodal Officer/ State Department of my State?**

Answer: The name and contact details of the Nodal Officer/State Department of all States/UTs are available home page of National Scholarship Portal (NSP) (<https://scholarships.gov.in/public/nodalOfficersList/MCMscheme.pdf>)

**Q.No.24. What should I do if I come to know after final submission, that my application is 'defected' by the Institute/District/State verifying authority?**

Answer: In case the application is marked as 'defected' by the Institute/District/State, the application will be reverted to the student for correction of the defect in his/her application form. Student can correct the defect and resubmit the application for re-verification within the timeline given on NSP. For such cases,

INO and DNO may ensure that the application is not eligible under the scheme guidelines.

**Q.No.25. What should I do if I come to know after final submission, that my application is 'rejected' by the Institute/District/State verifying authority?**

Answer: In case the application is marked as 'rejected' by the Institute/District/State, the application will not be considered for award of the scholarship.

**Q.No.26** Can I take print-out of my application at any stage?

Answer: In case of Fresh and renewal you can take the print out of your application number of times once you submit and finalize the application.

**Q.No.27. What should I do if I face some technical issue while applying for scholarship on NSP portal.**

Answer: You can immediately register your complain through the link <https://scholarships.gov.in/fresh/complaintspage> or accessing Complaints -> Register Complaints on the home page of the NSP website or call on the Helpline number 0120-6619540 or send mail on e-mail id: [helpdesk@nsp.gov.in](mailto:helpdesk@nsp.gov.in).

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