



## **ABSTRACT**

Adi Dravidar and Tribal Welfare – Centrally Sponsored Scheme of Post Matric Scholarship to the students belonging to Adi Dravidar – Adoption of Revised Guidelines issued by the Government of India, Ministry of Social Justice and Empowerment with effect from April 2018 – Notified – Orders -Issued.

### **ADI DRAVIDAR AND TRIBAL WELFARE (ADW.3) DEPARTMENT**

**G.O. (Ms) No:39**

**Dated 09.07.2018**

விளம்பி வருடம் ஆனி 25,  
திருவள்ளூர் ஆண்டு 2049.

Read:

From the Government of India, Ministry of Social Justice and Empowerment Letter F.No.11017/4/2015-SCD-V(III), dated 03.05.2018.

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### **ORDER:-**

The State Government is implementing the Centrally Sponsored Post Matric Scholarship Scheme to the students belonging to Adi Dravidars based on the Government of India guidelines.

2. In the letter read above, the Government of India, Ministry of Social Justice and Empowerment has communicated the revised guidelines for award of Post Matric Scholarship to the students belonging to Scheduled Castes (Adi Dravidars in Tamil Nadu) under Centrally Sponsored Scheme with effect from April 2018. The Government after careful consideration have decided to adopt and notify the said revised guidelines appended to this order in toto for sanction of Post Matric Scholarship to the Adi Dravidar students in this State with effect from the academic year 2018-2019.

3.The District Collectors are requested to communicate the appended guidelines to all the Educational Institutions in their Districts for strict compliance.

4.The Works Manager, Government Central Press, Chennai-79 is requested to notify the revised guidelines in the Tamil Nadu Gazette.

**(BY ORDER OF THE GOVERNOR)**

**OTEM DAI,  
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.**

To  
The Director,  
Stationery and Printing, Anna salai, Chennai-600 002.(w.e)  
The Works Manager,  
Government Central Press, Chennai-600 079 (Requested to send 200 copies of  
the notification to Government in AD&TW Dept, Chennai-9)

(P.T.O)

The Director, Adi Dravidar Welfare, Chennai - 600 005.  
The Director, Technical Education, Chennai - 600 025.  
The Director, Medical Education, Chennai - 600 010.  
The Director, Collegiate Education, Chennai - 600 006.  
The Director, Teacher Education Research and Training, Chennai - 600 006.  
The Director, Education Law, Chennai - 600 035.  
The Registrar, Tamil Nadu Agricultural University, Coimbatore- 600 046.  
The Director, Animal Husbandry & Veterinary, Chennai - 600 035.  
The Director, Indian Medicine and Homeopathy, Chennai - 600 106.  
The Pay and Accounts Officer, Chennai - 6/18.  
All District Collectors.  
All District Adi Dravidar and Tribal Welfare Officers.  
All Universities/ Deemed Universities

Copy to:-

The Director, Tribal Welfare, Chennai – 600 005.  
The Special Personal Assistant to Hon'ble Minister (Adi Dravidar & Tribal Welfare),  
Chennai-9.  
The Senior Private Secretary to Additional Chief Secretary (Adi Dravidar & Tribal Welfare),  
Chennai – 9.  
The Finance (AD & TW) Department, Chennai – 600 009.  
School Education /Higher Education /Backward Classes, Most Backward Classes  
& Minorities Department/ Agriculture / Labour & Employment / Health  
Departments, Secretariat, Chennai – 9.  
All Sections, Adi Dravidar and Tribal Welfare Department, Chennai – 9.  
Stock file / Spare Copy

**/FORWARDED BY ORDER/**

*Sec. Asst. (Adi Dravidar & Tribal Welfare)*  
**SECTION OFFICER**

*9/7/18*

**CENTRALLY SPONSORED SCHEME OF  
POST MATRIC SCHOLARSHIPS  
TO THE STUDENTS BELONGING TO  
SCHEDULED CASTES  
FOR STUDIES IN INDIA**

**(With effect from April, 2018)**

**GOVERNMENT OF INDIA  
MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT  
April, 2018**

**CENTRALLY SPONSORED SCHEME OF POST MATRIC  
SCHOLARSHIP TO THE STUDENTS BELONGING TO SCHEDULED  
CASTES FOR STUDIES IN INDIA  
(PMS-SC)  
(With effect from April, 2018)  
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**CENTRALLY SPONSORED SCHEME OF POST MATRIC SCHOLARSHIPS  
TO THE STUDENTS BELONGING TO SCHEDULED CASTES FOR  
STUDIES IN INDIA PMS-SC (with effect from April, 2018)**

**I. Object**

The objective of the scheme is to provide/supplement financial assistance to the Scheduled Caste students studying at post matriculation or post-secondary stage to enable them to complete their education.

**II. Scope**

These scholarships are available for studies in India only and are awarded by the Government of the State/Union Territory to which the applicant actually belongs i.e. permanently settled or domiciled, as per the terms of domicile decided by the State, will be eligible to avail PMS-SC from the domiciled State/UT. The domicile State/UT shall keep the parent State informed with all particulars.

**III. Conditions of Eligibility of students**

(i) The scholarships are open to nationals of India.

(ii) These scholarships will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized Institutions/ Universities/ Colleges, where PMS-SC can be availed for intermediate, graduate, post graduate courses and include the following:

- a. Institutions of National Importance;
- b. Central University/ State University/ Autonomous colleges recognized by UGC and Universities /Colleges recognized under section 2(f) and 12(b) of UGC Act.;
- c. Deemed Universities;
- d. Private Universities recognized by State/Centre with 'A' level or equivalent accreditation by NAAC; NBA;

- e. Private Professional Institutions affiliated to a recognized Central/State University and covered by Fee Fixation Committee as mandated by Supreme Court;
  - f. Recognized schools/colleges for Classes XI and class XII;
  - g. Diploma granting Institutions as recognized by State/UT Governments;
  - h. Vocational Training Institute affiliated to National Council of Vocational Training (NCVT);
  - i. Institutions affiliated/ approved by the appropriate bodies like MCI/AICTE etc or any regulatory body established by State/ Centre. Provided that where a particular number of seats for a particular course have been recognized / authorized by the concerned regulatory authority. The admissions shall be restricted to those numbers and courses provided further that at each level only one course of study shall be allowed;
- iii. Only those candidates who belong to Scheduled Castes so specified in relation to the State/Union Territory to which the applicant actually belongs /domiciled as determined by the State/UT and who have passed the Matriculation or Higher Secondary or any higher examination of a recognized University or Board of Secondary Education will be eligible.
  - iv. The ceiling on age limit for admission as regular student in different classes should be decided by concerned Institutions
  - v. Candidates who after passing one stage of education are studying in the same stage of education in different subject e.g. I.Sc. after I.A. or B.Com. after B.A. In other subject will not be eligible.
  - vi. Students who, after having completed their educational career in one professional line, e.g. L.L.B. after B.T./B.Ed. will not be eligible.
  - vii. Students pursuing Post Graduate courses in medicine will be eligible if they are not allowed to practice during the period of their course.
  - viii. Students who pursue their studies through correspondence courses are also eligible. The term correspondence includes distant and continuing education for courses in

Central/ State Universities only. Non-refundable fee shall be paid directly to the Students account

- viii. All children of the same parents/guardians will be entitled to receive benefits of the scheme.
- ix. A scholarship holder under this scheme will not hold any other scholarship/stipend. If awarded any other scholarship/stipend, the student can exercise his/her option for either of the two scholarships/stipends, whichever is more beneficial to him/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the date he/she accepts another scholarship/stipend. The student can however, accept free lodging or a grant or adhoc monetary help from the State Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- x. Scholarship holders who are receiving coaching in any of the pre-examination training centers with financial assistance from the Central Government/ State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programme.

Note 1: It is mentioned under the item III (condition of eligibility) of this scheme that the scholarship will be given for the study of all recognized post-matriculation or post-secondary courses pursued in recognized institutions, the list of courses grouped (I to IV) is only illustrative and not exhaustive. The State Governments/Union Territory Administrations are, thus, themselves competent to decide the appropriate grouping of courses at their level.

#### **IV. Conditions of Eligibility of Institutions/Universities/Colleges**

1. The Institutions/Colleges at the time of submitting Scholarship applications of students studying will also submit/ upload details of their registration, affiliation and accreditation, courses being offered and number of seats approved for each course.
2. The college/Institution will ensure minimum 50% of renewal in respect of students availing post-matric scholarship for the academic year, before applying for Scholarship

for the next academic year provided where the institution is able to give good and sufficient reasons for not achieving minimum of 50% renewal; the above mentioned limit will not apply. The good and sufficient reasons imply natural calamities like flood/ drought/ unforeseen circumstances/ law and order problem etc.

## **V. Means Test**

Scholarships will be paid to the students whose parents/guardians' income from all sources does not exceed Rs. 2,50,000/- (Rupees Two lacs Fifty thousand only).

Note 1: So long as either of the parents (or husband in the case of married unemployed girl student) is alive, only income of the parents/husband, as the case may be, from all sources has to be taken into account only and of no other member even though they may be earning. In the form of income declaration, income is to be declared on this basis. Only in the case where both the parents (or husband in the case of married but unemployed girl student) have died, the income of the guardian who is supporting the student in his/her studies has to be taken. Such students whose parent's income is affected due to unfortunate death of one of earning parents and resultantly comes within the income ceiling prescribed under the scheme, shall become eligible for scholarship, subject to their fulfilling other conditions of eligibility, from the month in which such sad incidence takes place. Applications for scholarships from such students can be considered even after lapse of last date of receipt of applications, on compassionate grounds.

Note 2: House rent allowance received by the parents of a student shall be exempted from the computation of 'Income' if the same has been permitted to be exempted for the purpose of Income tax.

Note 3: Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year.

Note 4: Income Ceiling would be reviewed periodically.



## VI. Components of the Scholarship

The component of scholarship includes the following for complete duration of the course:-

- i. maintenance allowance,
- ii. reimbursement of compulsory non-refundable fees,
- iii. study tour charges,
- iv. thesis typing,
- v. book allowance,
- vi. book bank facility,
- vii. additional allowances for SC students with disabilities for the complete duration of the course.

The details are as follows:

### (i) Composite maintenance allowance

Group	Courses	Rate of Maintenance allowance (in Rs. per month) for 10 months / duration of course.	
		Hostellers	Day Scholars
Group I	<p>(i) Degree and Post Graduate level courses in Medicine, Engineering, Technology, Planning, Architecture, Design, Fashion Technology, Agriculture, Veterinary &amp; Allied Sciences, Management, Business Finance /Administration, Computer Science/ Applications.</p> <p>(ii) Post Graduate Diploma courses in various branches of management &amp; medicine.</p> <p>(iii) C.A./I.C.W.A./C.S./I.C.F.A. etc. (Applicable at day scholar rate only Rs 550 per month)</p> <p>(iv) M.Phil, Ph.D and Post-Doctoral Programmes (D.Lit., D.Sc. etc.), Group I, Group II and Group III courses.</p> <p>(vi) L.L.B, Integrated L.L.B, L.L.M</p>	1200	550
Group II	Professional Courses leading to Degree, Diploma, Certificate in areas like Pharmacy (B Pharma), Nursing(B Nursing), BFS, other para-medical branches like rehabilitation, diagnostics etc., Mass Communication, Hotel	820	530

	Management & Catering, Travel/Tourism/Hospitality Management, Interior Decoration, Nutrition & Dietetics, Commercial Art, Financial Services (e.g. Banking, Insurance, Taxation etc.) for which entrance qualification is minimum Sr. Secondary (10+2) and Vocational stream, ITI courses and Polytechnic where entrance qualification is Class XII or above.		
Group III	Graduate and Post Graduate courses not covered under Group I & Group II e.g. B.A. / B.Sc / B.Com etc. M.A/ M. Sc/ M.Com/ M Ed. / M. Pharma etc.	570	300
Group IV	All post-matriculation level non-degree courses for which entrance qualification is High School (Class X), e.g. Senior secondary certificate (class XI and XII); both general and vocational stream, ITI courses, 3 year diploma courses in Polytechnics, etc.	380	230

Note1: Normally the term 'Hostel' is applicable to a common residential building and a common mess for the students runs under the supervision of the educational institution authorities. In case the college authorities are unable to provide accommodation in the college Hostel, an approved place of residence can also be treated as Hostel for the purpose of this scheme. The place will be approved by the Head of the Institution after due inspection and keeping in view the rules and regulations laid down by the University, if any. In such case, a certificate to the effect that the student is residing in an approved place of residence, as he is unable to get accommodation in the college hostel should be furnished by the Head of the Institution.

It is further clarified that such deemed hostels should consist of such accommodation as is hired at least by a group of 5(five) students living together, usually with common mess arrangements.

Note 2 : Scholars who are entitled to free board and/or lodging will be paid maintenance charge at 1/3rd of Hostellers' rate.

**(ii) Additional Allowances for SC students with disabilities**

**a. Reader Allowance for blind Scholars**

Level of Course	Reader Allowance (Rs. Per month)
Group I,II	240
Group III	200
Group IV	160

- b. Provision of transport allowance upto Rs.160/- per month for disabled students, if such students do not reside in the hostel, which is within the premises of educational institution. The disability as per the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 is defined as blindness, low-vision, leprosy-cured, hearing impairment, locomotors disability, mental retardation and mental illness.
- c. Escort Allowance of Rs.160/- per month for severally handicapped day scholar students with low extremity disability.
- d. Special Pay of Rs.160/- per month is admissible to any employee of the hostel willing to extend help to a severely orthopedically handicapped student residing in hostel of an educational institution, who may need the assistance of a helper.
- e. Allowance of Rs.240/- per month towards extra coaching to mentally retarded and mentally ill students.

The provisions in (b) to (d) will also apply to such leprosy-cured students.

**Note 1:** The disabled students belonging to Scheduled Castes covered under the Scheme can also get such additional benefits from other Schemes, which are not covered under the scheme.

**Note 2:** The disability as defined under the said Act has to be certified by competent medical authority of the State Govt./UT Administration

**iii. Compulsory non-refundable fees but will not include one-time upfront payment fees for full course:**

- a. Scholars will be paid enrolment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the scholar to the institution or University/Board. Refundable deposits like caution money, security deposit will, however, be excluded.

Note: Payment of one time lump sum fees for full course in Government and Private Institutions shall not be eligible. The fees claimed against management quota seats, spot admission seat in any Institution /University will not be reimbursed.

- b. Every State shall constitute a Fee Rationalization Committee (FRC) for review and rationalization of fee structures for disciplines/courses/institutes which are not otherwise covered by the Fee Fixation Committee required to be constituted as per the directions of the Hon'ble Supreme Court.

**(iv) Study Tours**

Study tour charges up to a maximum of Rs.1600 per annum, limited to the actual expenditure incurred by the student on transportation charges etc. will be paid to the scholars studying professional and technical courses, provided that the head of the institution certifies that the study tour is essential for the scholar for completion of his/her course of study.

**(v) Thesis Typing/Printing Charges**

Thesis typing/printing charges up to a maximum of Rs.1600 will be paid to research scholars on the recommendation of the Head of the Institution.

**(vi) Book Allowance for Students pursuing Correspondence /Distance Education Courses**

The students pursuing such courses are also eligible for an annual allowance of Rs.1200/-for essential/prescribed books, besides reimbursement of course fees.

## (vii) Book Banks

- I. Book Banks are to be set up in all the Medical, Engineering, Agriculture, Law and Veterinary Degree Colleges and Institutes imparting Chartered Accountancy, MBA and alike Management courses and Polytechnics where Scheduled Caste students are in receipt of Post Matric Scholarship. The set of text books will be purchased for 2 such SC students at various stages except in respect of Post-graduate courses and Chartered Accountancy where it will be one set for each student. However, the ratio of sets and students will have to be adjusted to the total number of sets that could be procured within the total resources allocated to the State concerned.
- II. The details of courses covered for setting up of Book Banks, ceiling of admissible expenditure per set of books and sharing criteria are given below:

S.No.	Courses	Sharing criteria	Ceiling per set (or actual whichever is less) (In Rs.)
1.	Degree courses in Medical/ Engineering	1 set for 2 students	7500
2.	Degree courses in Veterinary	-do-	5,000
3.	Degree courses in Agriculture	-do-	4,500
4.	Polytechnics	-do-	2,400
5.	I. Post Graduate courses in Medical, Engineering, Agriculture and veterinary courses and such other technical/alike courses as approved by the Universities/ Institutes of higher learning. II. Law courses, L.L.B. (3 years and 5 years) LL.M. (2 years) III. Chartered Accountancy (Intermediate and Final) IV. M.B.A. (2 years) and similar courses V. Bio-Sciences	1 set per student	5,000

For storage of books and contingencies etc., the cost of steel almirah for storing books of each Book Bank including contingencies like transportation etc. the following expenses are admissible:

- (i) Rs. 2000 or actual cost whichever is less.

(ii) 5% of the grant may be earmarked for expenses on binding, stitching etc.

Note: The said sets of books also include Braille Books, Talking Books, and Cassettes for the visually Handicapped students.

- III. The Book Banks are to be set up in all the recognized colleges/institutions where these courses are being offered as recognized courses.
- IV. Purchase of books for these Book Banks will be restricted to the prescribed text books for the entire courses.
- V. The State Governments may constitute Expert Groups consisting of members from selected colleges/educational institutions of different regions to decide the adequate number of text books in a set (not reference books) required for each course.
- VI. The life period of one set of books has been fixed at 3 years. Thereafter the books may be disposed of by the institutions in the same manner as the books in the library subject to the guidelines, if any, of the State Government/UT Administration in this regard.
- VII. These books are to be supplied to SC students in installments, depending on the course, semester structure etc.
- VIII. The following rules shall govern the distribution of books to the students:
  - (i) Each SC student will be provided with an Identity card for this purpose.
  - (ii) Each SC student will be required to submit requisition for borrowing books from the Book Bank in a form to be provided for this purpose.
  - (iii) The books would be returned to the Book Bank at the end of each term. The Principal of the college/institution will make every effort to ensure that those students who complete their course or those who drop out in the middle return the books belonging to the Book Bank.
  - (iv) It is the responsibility of the student concerned to maintain the books supplied to them from the Book Bank, in good condition.
  - (v) Any case of loss or damage to the books would attract penalty. In case of serious damage or loss of books, the student concerned will have to bear the cost of the book.

## **VII. Selection of Candidates**

1. All the eligible Scheduled Caste candidates will be given scholarships subject to the application of Means Test prescribed in this Scheme.
2. a) Candidates belonging to one State but studying in other State will be awarded scholarships by the State to which they belong or  
b) Students domiciled in a State/UT but holding SC Certificate in other State/UT can avail scholarship in State/UT of domicile subject to verification of the SC certificate from State where it was issued. The conditions of domicile will be as determined by the State/UT as the case may be. The domicile State/UT shall keep the parent State informed with all particulars.

## **VIII. Duration and Renewal of Awards**

1. The award once made will be payable from the stage at which it is given to the completion of course subject to good conduct and attendance of 75% in every academic year.
2. If a scholar is unable to appear in the annual examination owing to illness, the award may be renewed subject to production of medical certificate from prescribed authority and acceptance of the same by institution /college.
3. If according to the Regulations of a University/Institution, a student is promoted to the next higher class even though he/she may not have actually passed in lower class and is required to take examination of the junior class again after sometime, he/she will be entitled to scholarship for the class to which he/she is promoted if the student is otherwise eligible for scholarship.

## **IX. Payment**

1. Maintenance allowance is payable from 1st April or from the month of admission, whichever is later, to the month in which the examinations are completed, at the end of the academic year (including maintenance allowance during holidays), provided that

- if the scholar secures admission after the 20th day of a month, the amount will be paid from the month following the month of admission for a period of ten months/ duration of the course.
2. In case of renewal of scholarships awarded in the previous years, maintenance allowance will be paid from the month following the month up to which scholarship was paid in the previous year, if the course of study is continuous.
  3. The Government of the State/Union Territory Administration will pay the non-refundable fees and maintenance fees in to the account of the students. Incidental to above changes, Ministry's D.O No. 14012/2/2010-SCD-VI dated October 06,2010 addressed to Principal Secretaries/ Secretaries (SW) of all States/UTs regarding instructions to all private institutions not to charge any tuition fee from eligible SC students at the time of admission stands withdrawn. The State government / UT administration will frame modalities regarding periodical and timely release of Scholarship (including fees) to student's accounts; so that students can pay the fees to the institution on time and not be subjected to any penalties for late payment/ non-payment of fees.
  4. Scholarship will not be paid for the period of internship/ housemanship in the M.B.B.S. course or for a practical training in other course if the student is in receipt of some remuneration during the internship period or some allowance/stipend during the practical training in other course.

## **X. Mode of Disbursal of Scholarship**

1. **Payment of scholarship/ maintenance and any other admissible allowances:**
  - (i) Payment of scholarship/ maintenance and any other admissible allowance should be made to beneficiaries through their accounts in post offices/banks. The Ministry of Social Justice vide notification number 428 dated Feb,16,2017 has notified Aadhaar as identity document under Section 7 of Aadhaar Act 2016 for all Scholarship Schemes w.e.f. 16<sup>th</sup> February 2017. The States henceforth will make provisions for capturing



details of Aadhaar, Aadhaar EID and other alternative documents as provided for in the said notification on their respective Scholarship portals or otherwise.

(II) Non-refundable fee to students should be released in the following order of priority:

- i. Students studying in Government Educational Bodies including Central and State Universities.
- ii. Students studying in Government aided Schools/ Colleges/ Institutions.
- iii. Students studying in Private Institutions affiliated to Central/State Universities.
- iv. Students studying in other Institutions.

(III) All States/UTs availing of benefits under post-matric scholarship scheme will migrate to online processing of disbursement of scholarships within one year of the revised scheme coming into effect. The scholarship portal should mandatorily have the following features:

- a. Every student should be assigned an Aadhaar ID, Aadhaar EID and other alternative form of ID as per this Ministry's notification no. 428 dated 16.02.2017 which will enable elimination of duplication and false claims.
- b. The District Collector will nominate Group 'A' officers to inspect all private institutes offering courses at the level of graduation or above during the year preferably by the time of closure of admission.
- c. Online verification of eligibility credentials such as caste certificates, income certificates, mark-sheets etc. should be mandatorily provided.
- d. DBT to the students' account in respect of maintenance and non-refundable fees.
- e. Provision for application of renewal scholarships online.

**2. Disbursement of arrears: Central Assistance towards arrear shall be disbursed in the following manner:**

- a. Where the State Government has released the scholarship to Students after making due provision in the budget and claimed reimbursement of the same, the arrears due and admissible will be considered for release as per regulations of PMS (SC) Scheme.

- b. In case the State Government has not released scholarship to Students and have claimed the arrears towards pending past claims, in such cases the State govt. will follow procedure as given below:
- i. Where the Institutes have not charged the non-refundable fees from students, the state shall verify such claims with the concerned students and also furnish a complete list of such students, institute wise, while forwarding arrears claims to the ministry (in the context of pre-revised cases).
  - ii. Where Institute have charged non-refundable fees from students, the State shall furnish a complete list of such students, along with details of their bank accounts and Aadhaar number institution wise while forwarding arrear claims to the ministry. The arrears should be released invariably through DBT in to the accounts of students.

#### **XI. Other Conditions for the Award**

- i. The scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc., the authority sanctioning the scholarship may either cancel the scholarships or stop or withhold further payment for such period as it may think fit.
- ii. If a student is found to have obtained a scholarship by false statements, his/ her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for scholarship in any scheme forever.
- iii. A scholarship awarded may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of the Institution shall report such cases to them and stop payment of the

scholarship money. The amount already paid may also be recovered at the discretion of the State Government.

- iv. A scholar is liable to refund the scholarship amount at the discretion of the State Government, if during the course of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
- v. The provisions of this scheme can be changed at any time at the discretion of the Government of India.

## **XII. Announcement of the Scheme**

All the State Governments/UT Administrations will announce in May-June, the details of the scheme and invite applications by issuing an advertisement in the leading newspapers of the State and through their respective websites/ Scholarship portals and other mode of media. All requests for application forms and other particulars should be addressed to the Government of State/Union Territory Administration to which the scholars actually belong. The applicant should submit the completed application to the prescribed authority before the last date prescribed for receipt of applications.

## **XIII. Procedure for applying**

- (i) An application for scholarship can be made online on scholarship portal where available and in hard copy otherwise. Where applying online, the documents may be scanned and uploaded. Hard copy of application uploaded will be submitted as per the requirement of portal where application has been made. Every application whether done online or in hard copy will at the minimum compulsorily include:
  - a. One copy of the application for scholarship in the prescribed form.
  - b. One copy of the passport size photograph with signatures of the student thereon (for fresh scholarship).
  - c. One self-attested copy of certificates, diploma, degree etc. in respect of all examinations passed.

- d. A certificate of Caste duly signed by an authorized Revenue Officer not below the rank of Tehsildar.
- e. Income declaration of self-employed parents/guardian should be in the form of a certificate issued by Revenue Officer not below the rank of Tehsildar. Employed parents/guardians are required to obtain income certificate from their employer. Employed parents/ guardians should obtain consolidated certificate from Revenue officer for any other additional source of income.
- f. Application for scholarship should be submitted by student by 30<sup>th</sup> November of the academic year in which he is studying, provided that for valid reasons State authorities may extend the last date.

(Note: Where hard copy is submitted all copies should be self-attested)

- (ii) Application complete in all respects shall be submitted to the Head of the Institution, being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose by the Government of State/Union Territory to which the student belongs, in accordance with the instructions issued by them from time to time.

#### **XIV. Procedure for forwarding demand for release of Central Assistance (CA) for PMS-SC by State Government/Union Administration**

- a. The aggregated demand of the State/UT to Ministry of Social Justice and Empowerment should be submitted in the prescribed format.
- b. Demand for CA submitted beyond 31<sup>st</sup> December will not be entertained.
- c. The demand for the current F/Y should be in respect of student's scholarship for the corresponding academic year. Arrears due to non-release of CA of previous years should be shown separately.

#### **XV. Funding Pattern of the Scheme**

The Scheme is implemented by the State Governments and Union Territory Administrations, which receive 100% central assistance from Government of India for the total expenditure

under the scheme, over and above their respective Committed Liability. "The level of Committed Liability of respective State Government / Union Territory administration in a New Finance Commission (FC) cycle annually will be equivalent to the total of the demand on the State as well as the Central Government in the terminal year of the previous Plan period/ Finance Commission (FC) cycle, provided that when a State has made no demand on the Centre in the terminal year of the Plan period/ Finance Commission cycle or the demand made by a State is lower than in any of the previous years of the plan period / Finance commission cycle, in that case the highest demand made in any of the previous financial years of the Plan/ Finance Commission cycle will be considered as demand of the State on Centre for the purpose of computation of Committed Liability for the next Finance Commission cycle is required to be borne by them for which they are required to make required provision in their own budget." The committed Liability so computed will be co-terminus with the FC cycle. The North Eastern States have, however, been exempted from making their own budgetary provisions towards Committed Liability from Ninth Plan Period (1997-2002) onwards and the entire expenditure under the Scheme in respect of them will be borne by Government of India.

All the State Governments and Union Territory Administrations Implementing the scheme will:

- i) Furnish data of beneficiaries and expenditure under the scheme, to Government of India, regularly in the Quarterly Reports prescribed for this purpose. Financial assistance given under the scheme shall not be utilized for any other purpose.
- ii) DBT Monthly report as per proforma under DBT Bharat Portal.
- iii) Designate Grievance Redressal Officers (GROs) at the State and District levels to redress students' scholarship-related grievances.

#### **XVI. Effective Implementation/ alteration of modalities**

- a. For the purposes of effective implementation of the Scheme, Implementing States may formulate guidelines for assessing eligibility of beneficiaries & institutions and modalities for Direct benefit transfer, which shall be in accordance with the objectives

of the Scheme provided that the States shall not be at liberty to impose any guideline which enhances or has the effect of enhancing the liability of the Centre under the Scheme.

- b. The Centre may call for reports from time to time and issue guidelines for effective implementation. The guidelines and eligibility norms of the scheme may also be changed by Central government as deemed necessary.

#### **XVI. Inspection and Monitoring of the scheme:**

The States/ Union Territories implementing the scheme shall monitor physical and financial performance of the scheme at the States/ Union Territories level. For this purpose, an IT enabled monitoring mechanism shall be in place. The States/ Union Territories will be required to furnish quarterly financial and physical progress reports to the Ministry. The States/ Union Territories shall maintain year wise details of the students receiving scholarship, indicating school/ college/ institute, location of school/ college/ institute, government or private, class, gender and new or renewal. The States/ Union Territories shall place relevant physical and financial details in their official website. All the State/ UT governments will ensure that all private institutions are annually inspected by Group 'A' officer,

#### **XVI. Evaluation**

The performance of the scheme will be evaluated by Ministry of Social Justice and Empowerment (GOI) at least once every three years, to begin with.

#### **XVII. Administrative Charges**

The Centre will have a budgetary provision of administrative cost, which will be equivalent to 1% of funds released by the Centre to States in the terminal year of the previous plan period. The States/UTs can seek administrative charges towards implementing, monitoring etc. the scheme, up to 1% of the funds released and stipulated above to that particular

State. Out of above Centre can also avail 10% budget for its own administrative and monitoring expenses.

### **XVIII. Transitory provision for existing beneficiaries**

Beneficiaries of scholarships under the pre-revised Post Matric Scholarship Scheme for SCs will continue to be governed by terms and conditions as prevailed before amendment of the scheme till completion of the course for which he/she is availing Scholarship. (However, redefined committed liability to State Govts/ UT administrations will be applicable from the year 2017-18.)

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