



Prime Minister's Scholarship Scheme
For
Central Armed Police Forces & Assam Rifles
Ministry of Home Affairs

Revised Guidelines for submission of
applications online for the academic year
2015-16 and onwards

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(Revised guidelines for submission of applications online for the academic year 2015-16 and onwards)

1. Introduction

Prime Minister's Scholarship Scheme (PMSS) under the aegis of the National Defence Fund, was introduced from the academic year 2006-07 to encourage higher technical & professional education for the dependent wards & widows of Central Armed Police Forces & Assam Rifles (CAPFs & AR) Personnel.

2. Number of Scholarship

Total **2000 of Scholarship** to be sanctioned **equally for both girls & boys** under PMSS will be given for the each academic year in addition to renewal cases of previous years.

3. Eligibility

- I) Wards/widows of deceased CAPFs & AR personnel died in harness/election duty, wards of personnel disabled due to causes attributable to Government service and Wards of Ex-CAPFs & AR personnel in receipt of Gallantry Awards.
- II) Wards/widows of retired and serving CAPFs & AR Personnel. (Personnel below Officer Rank)
- III) Pursuing first professional degree programme in the field of Engineering, Medicine, Dental, Veterinary, BBA, BCA, B. Pharma, B.SC (Nursing, Agriculture, etc.), MBA and MCA etc. in accordance with the guidelines as mentioned in Para- 8 (B).
- IV) Having minimum 60% marks in Minimum Entry Qualification (MEQ) i.e. 10+2/Diploma/Graduation or equivalent in case of new applicant.

Or

For applicants applying under renewal category, it is mandatory to pass the each subsequent academic year of the professional courses being pursued by them with minimum 50% marks.

- V) A grace period of one year only for cases, where there is a delay on part of candidate for submission of application for renewal of scholarship may be entertained.

4. Order of Preference

Applications received from the eligible applicants **under new category** will be shortlisted on the basis of order of preference as mentioned below and percentage of marks obtained by them in MEQ:-

I)	Category-A	Wards/Widows of CAPFs & AR personnel killed in action.
II)	Category-B	Wards of Ex-CAPFs & AR personnel disabled in action.
III)	Category-C	Wards/Widows of deceased CAPFs & AR personnel died for causes attributable to Government service <i>including casualties during conduct of Election.</i>
IV)	Category-D	Wards of Ex-CAPFs & AR personnel disabled while in service with disability attributable to Government Service.
V)	Category-E	Wards of Ex-CAPFs & AR personnel in receipt of Gallantry Awards.
VI)	Category-F	Wards of Ex- CAPFs & AR personnel (PBOR).
VII)	Category-G	Wards of serving CAPFs & AR personnel (PBOR) subject to availability of scholarship.

Note:-

- I) Wards of deceased CAPF/AR personnel will be considered for scholarship under Categories “A” to “F” as per their priority, even on compassionate appointment of spouse/NOKs in CAPFs.
- II) **There will be no rank restriction for the Categories A to E.**
- III) The Wards of Assistant Commandant, holding Local Rank of CAPFs & AR (who are not entailing the pay benefits of Assistant Commandant and drawing the Salary of Inspectors) are eligible for granting PMS under category “F” & “G” also.
- IV) This scholarship is admissible for **only two children per family** and should be ensured by the beneficiaries as well as by the respective CAPF & AR.
- V) The applicants irrespective of his /her marital status is eligible for PMSS.

5. **Duration of Scholarship**

One to five years (depending upon the duration of the course being pursued by the applicant and as approved by the respective regulatory body).

6. **Amount of Scholarship**

- I. Rs. 2250/-per month for **girls.**
 - II. Rs. 2000/- per month for **boys**
- } To be paid annually after selection.
} @ Rs 27000/- to each **girl** & Rs 24000/- to each **boy**

7. **Letter from Hon’ble Prime Minister**

All applicants selected under new category will be given personal letters from Hon’ble Prime Minister in appropriate language.

8. Guidelines for the Applicant Applying online under PMSS

Before applying, the applicants should read the instructions/guidelines carefully as mentioned below:-

A) Minimum Entry Qualification (MEQ) :

For being eligible for the scholarship under PMSS, an applicant should have secured minimum 60% marks in MEQ i.e. 10+2/ Diploma/ Graduation as the case may be. MEQ for entry to various professional course differs. For example MEQ for MBBS is 10+2 whereas for BE/B.Tech it is 10+2/Diploma. It is graduation for B. Ed and MBA.

Note: -

I) Wards admitted in 2nd year of technical/professional Bachelor Degree Course (BE/B.Tech etc) through lateral entry after completion of Diploma courses are eligible for PMS.

II) **In case of applicant passed XII exam from CBSE, marks obtained in best of five subjects out of 500 will be considered for calculating the percentage of marks in MEQ.**

B) Courses applicable under PMSS :

I) Only First professional degree courses like BE, B Tech, BDS, MBBS, B.Ed., BBA, BCA, B Pharma, B.Sc (Nursing, Agriculture, etc.) duly recognized by the respective Government Regulatory Bodies, such as All India Council for Technical Education (AICTE), Medical Council of India(MCI), University Grant Commission (UGC).

II) Details of professional degree courses applicable for PMSS are mentioned at Appendix- I.

C) Scholarship for Integrated Courses

The PMSS is restricted to first Professional Degree Courses only. It is applicable for B.Ed but not for BA+B.Ed, also for LLB not for BA+LLB. In case of integrated ME/M.Tech/M.Pharma, the scholarship will be given for initial three/four years as the case may be.

D) Bank Account

I) Applicant those fulfilled eligibility criteria and applying under PMSS must have an active and valid Account in any nationalized bank which has Electronic Clearing System (ECS)/Core Banking, to facilitate transfer of scholarship amount directly to their account.

II) In case of minor account, the same should be converted into major account.

- III) Correct bank particulars as well as related documents like a cancelled leaflet of a blank crossed cheque and copy of pass book clearly showing the account number and name of account holder are required at the time of filling the application form.

E) Documents Required

Following documents in the respective category are mandatorily required to be submitted/uploaded by the applicant for applying under PMSS:-

▪ **For Fresh Applicant**

- I) Service Certificate to be issued by the H.O.O in case of serving personnel as per **Annexure- A**
- II) Bonafide certificate to be issued by the Registrar/Dean/Principal of the College/ Institution / University/ as per **Annexure-‘B’**.
- III) A cancelled leaflet of a blank crossed cheque and copy of the pass book clearly showing the account number and name of the account holder
- IV) Applicants are required to upload duly attested scanned copy of the Mark sheet of Xth and MEQ mandatorily alongwith the following certificate which are applicable
- a) Certificate of passing Xth or equivalent examination for verification of date of birth
 - b) Mark sheet of XIIth/Diploma/Graduation or equivalent as per MEQ
 - c) PPO/discharge certificate/book (mandatory for category A to F)
 - d) Dependent Certificate (mandatory for category A to F)
 - e) Disability Certificate (mandatory for category B & D)
 - f) Death Certificate (mandatory for category A & C)
 - g) Certificate of Gallantry award (mandatory for category E)

▪ **For Renewal**

- I) Service Certificate to be issued by the H.O.O in case of serving personnel as per **Annexure- A**
- II) Bonafide certificate to be issued by the Registrar/Dean/Principal of the College/ Institution / University/ as per **Annexure-‘C’**.
- III) A cancelled leaflet of a blank crossed cheque and copy of the pass book clearly showing the account number and name of the account holder
- IV) Applicants are required to upload scanned copy of Mark Sheet of previous academic year passed duly attested by the Principal of respective college/ institute.

9. Important Instruction:-

- I). Incomplete application form and failure to attach the requisite documents will lead to rejection of application.
- II). All the requisite information should be clearly mentioned in the respective column without any overwriting/amendment.
- III) Mobile number and Email address of applicant's or wards of CAPFs & AR is mandatory so as to inform the candidate of any discrepancies or development through SMS and Email.

10. Exclusions

Categories of applicants **NOT** eligible under PMSS are:

- Applicants, those not belong to A to G category as mentioned under the Column 4 (Order of preference). PMSS is meant for wards/widows of uniformed/combat CAPFs & AR personnel. Wards of even civilian employees of CAPFs & AR are not eligible under this scheme.
- Applicants pursuing professional courses through correspondence /distance learning.
- Applicants availing benefit of other scholarship scheme/getting stipend and financial assistance.
- Applicants already availed scholarship under PMSS.
- Applicants pursuing courses, such as Diploma courses, not leading to award of a degree or pursuing master degree programme except MBA, MCA subject to first professional course.
- Applicants admitted on their own to the college/institute/university **NOT APPROVED** under UGC Act or not recognized by AICTE and not having NBA accredited courses (for Engineering Degree courses) or Not approved by Medical Council of India (for Medical Degree courses).
- Applicants studying Abroad.
- Change of course/college by the Selected Student and get fresh admission in subsequent academic year will lead to rejection of his/her Scholarship for ever.

11. Payment of Scholarship

- The Scholarship amount under PMSS from the academic year 2015-16 onwards for applicants selected under fresh and renewal categories would be credited/ transferred directly into the Bank account of the selected applicants through **Public Finance Management System (PFMS)** under the **Direct Benefit Transfer (DBT)** Programme of the Government.
- For this Bank Account of the beneficiary needs to be preferably seeded with Aadhar Number.
- Applicant should fill the details of valid bank account correctly.

12. How to apply

- From the academic year 2015-16 onwards, the Prime Minister's Scholarship Scheme (PMSS) for CAPFs & AR will be implemented through **National Scholarship Portal (NSP)**.
- For this, all the eligible applicants need to apply online on the website of National Scholarship Portal (NSP) i.e. www.scholarship.gov.in on or before 31 December of every year and in case applicant is unable to apply online, then offline application may be accepted upto 15 January, 2016 for this academic year only. After scrutiny and compilation of all applications CAPFs & AR should forward the same to the Chairman, Welfare and Rehabilitation Board, CAPFs, New Delhi by 15 March of each year positively. Final compiled list of selected candidates will be prepared by WARB and should be forwarded to MHA by 15 April of each year for onward submission to PMO.
- Detailed guidelines and documents/ prescribed proforma required to be scanned and uploaded for both fresh and renewal categories are available on the website of :
 - I) National Scholarship Portal (NSP)
 - II) Welfare and Rehabilitation Board (WARB)
 - III) Central Armed Police Forces & Assam Rifle (CAPFs & AR)
 - IV) Ministry of Home Affairs (MHA)

13. Main Features of Online Application and Disbursal of Scholarship under PMSS

- I) To automate, stream line and effectively manage entire scholarship process related to submission of application, verification by respective college/ institution/university as well as CAPFs/AR, processing and preparation of merit list (for fresh applicants), validation of bank account of the beneficiaries, sanction and disbursal of scholarship to the applicants.
- II) No need of any paper movement.
- III) User friendly.
- IV) Applicant can track the status of application and receipt of scholarship through their own user ID (system generated registration number) and password.
- V) Direct credit/transfer of scholarship amount into the bank account of the beneficiaries.

14. Online Process Flow for Scholarship

Applicant

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graph TD; A[Applicant] --> B[College/Institute/University]; B --> C[CAPFs/AR]; C --> D[WARB]; D --> E[MHA]; D --> F[PFMS];
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Applicant apply online on NSP and upload the requisite documents. On successful submission of application/documents, a system generated registration number sent to the applicant which can be used for future references.

**College/Institute/
University**

Verify all the requisite documents uploaded by the applicant related with Marks/certificate.

CAPFs/AR

Verify all the requisite documents uploaded by the applicant related with service certificate, dependent certificate, PPO/discharge book (A to F category), Category claimed by the applicant as per order of preference and other eligibility criteria.

WARB

i) Consolidate the information received from CAPFs &AR and prepare merit list for fresh applicants as well as list of applicants selected under renewal category.

ii) List of selected applicants along with bank particulars will be sent on line to PFMS as well as MHA.

iii) Calculate total scholarship amount required to be sanctioned under PMSS and process for credit/transfer of scholarship directly into the bank account of the beneficiaries through PFMS.

MHA

PFMS

PFMS- Validate bank accounts of the selected applicants from respective bank and credit/transfer of scholarship directly into the bank account of the beneficiaries.

MHA- Process payment of scholarship from PMO.

- ❖ For this listed college/institute/university, CAPFs/AR, WARB & MHA will be given a login ID & Password for logging on to the online system in order to scrutinize the received application and verify the requisite documents uploaded by the applicants for sanction, payment and tracking of scholarship by all the stake holders under PMSS.

15. Schedule of Activities (For Fresh & Renewal Scholarship)

Sl. No	Activity	Last date
1.	Filling of online application by the applicant on www.scholarship.gov.in	31 st December
2.	Scrutiny/verification & confirmation of application by College/Institute/University	15 th March
3.	Scrutiny/verification & confirmation of application by CAPFs & AR	
4.	Scrutiny/Consolidation/preparation of merit list & processing for sanctioning of scholarship by WARB	15 th April
5.	Validation of bank account by PFMS	
6.	Processing for sanctioning of scholarship by R&W Dte., MHA from PMO	
7.	Disbursal of scholarship amount under PMSS	
8.	Dispatch of personal letters from Hon'ble Prime Minister in appropriate language from WARB/CAPFs/AR	

16. Roles and Responsibilities (In brief) of Stake Holders

❖ **Applicants :**

- Online registration
- Submission of dully filled application
- Uploading of scanned copies of the requisite documents.
- Track the status of application
- Received scholarship amount in Bank account.

❖ **College/Institute/University :**

- Scrutiny/verification of application
- Confirmation/Recommendation

❖ **CAPFs & AR :**

- Provide wide publicity for online process of scholarship under PMSS
- Scrutiny/verification of application by a Board of Officers (BOO) nominated by the respective CAPF & AR
- Confirmation/Recommendation by the Board of Officers (BOO)
- Dispatch of personal letters from Hon'ble Prime Minister in appropriate language for applicants selected under fresh category received from WARB

❖ **WARB :**

- Provide wide publicity through State Welfare Officer (SWO), District Welfare Officer (DWO) for online process of scholarship under PMSS
- Scrutiny/Consolidation of received applications
- Preparation of merit list for fresh applicants
- Preparation of final list of selected applicants under renewal category
- Calculation of scholarship amount
- Processing for sanctioning of scholarship
- Disbursement of scholarship

- Dispatch of personal letters from Hon'ble Prime Minister in appropriate language for applicants selected under fresh category through respective CAPFs/AR

❖ **PFMS :**

- Validation of bank account
- Disbursement of scholarship

❖ **MHA/PMO :**

- Processing and sanctioning of scholarship under PMSS

17. Miscellaneous

- There is no fixed quota of CAPFs & AR in the Scholarship.
- Final list in case of fresh applicants will be prepared on the basis of their respective category as per order of preference as well as percentage of marks obtained in MEQ.
- Candidature of a student shall stand automatically rejected if, at any stage, it is found that he/she has secured scholarship fraudulently by submitting false information/documents or suppressed any facts. Such candidate will have to refund the entire amount of scholarship alongwith interest, followed by appropriate action.
- For any query or help, applicant may contact to respective CAPF & AR. For this contact number of respective branch of CAPFs & AR may be circulated.
- Wards of deceased/retired personnel as well as branch concerned of CAPFs/AR may contact WARB on Telephone number 011-23063111 or email to Secywarb-mha@nic.in.
- The decision of Joint Secretary (Police-II), with regard to the admissibility of the scholarship for CAPFs/AR shall be final.
- The Ministry of Home Affairs, Government of India can suitably modify the above mentioned guidelines/instructions from time to time as per requirement/necessity arising in future for successful implementation of the scheme.

List of Professional Degree Courses Applicable for PMSS**MEDICAL**

Sl No	Courses	Duration
1.	MBBS (Bachelor of Medicine & Bachelor of Surgery)	4 Year & 6 th Months
2	BDS (Bachelor of Dental Surgery)	5 Years
3	BAMS (Bachelor of Ayurvedic Medicine Surgery)	4 Year & 6 th Months
4	BHMS (Bachelor of Homeopathic Medicine Surgery)	4 Year & 6 th Months
5	BSMS(Bachelor of Sidha Medicine Surgery)	4 Year & 6 th Months
6	BUMS(Bachelor of Unani Medicine Surgery)	5 Year
7	BSC, BPT(Bachelor of Physiotherapy)	4 Years
8	B.SC MLT(Medical Lab Technology)	4 Years
9	B V Sc & AH(Bachelor of Veterinary Science & Animal Hospitality)	5 Years
10	B.Pharma(Bachelor of Pharmacy)	4 Years
11	B SC Nursing(Bachelor of Nursing)	4 Years
12	B N Y S(Bachelor of Naturopathy & Yogic Science)	5 Years
13	Pham “D”(Doctor of Pharmacy)*	5 Years
14	B Sc Optometry(Bachelor of Science in Optometry)	03 Years
15	B. Oct. Thep. (Bachelor of Occupational Therapy)	4 Years 6 Months

*Scholarship Applicable for 04 years only i.e. duration of B.Pharm only

ENGINEERING/ARCHITECTURE

Sl No	Course	Duration
1	B.Tech (Bachelor of Technology)	4 Years
2	B.E. (Bachelor of Engineering)	4 Years
3	B. Arch (Bachelor of Architecture)	4-5 Years

MANAGEMENT

Sl No	Courses	Duration
1	M B A(Master of Business Administration)	2 Years
2	B B A (Bachelor of Business Administration)	3 Years
3	B B M(Bachelor of Business Management)	3 Years
4	B C A (Bachelor of Computer Application)	3 Years
5	M C A (Master of Computer Application)	3 Years
6	B. Plan (Bachelor of Planning)	4 years

Contd....P/-2

OTHERS PROFESSIONAL COURSE :-

Sl No	Courses	Duration
1	B. Sc. Agr (Bachelor of Agriculture.)	4 Years
2	B. Fisheries/B F Sc (Bachelor in Fisheries Science)	4 Years
3	B. Sc. Horticulture	4 Years
4	Coy Secretary	4 Years
5	B.Sc. Bio-Tech(Bachelor of Bio-Technology)	3 Years
6	B Ed (Bachelor of Education)	1 Year
7	B.M.C (Bachelor of Mass Communication)	3 Years
8	H.M. (Degree in Hotel Management)	4 Years
9	BP Ed (Bachelor of Physical Education)	1 Year
10	B A S L P (Bachelor of Audiology & speech Language (Pathology)	4 Years
11	B F T (Bachelor of Fashion Technology)	3 Years
12	B SC MICRO (Bachelor of Science in Microbiology)	3 Years
13	B SC HHA(Bachelor of Science Hospitality and Hotel Administration)	3 Years
14	LLB (Bachelor of Laws)	2-3 Years
15	B EL. Ed (Bachelor of Elementary Education)	3-5 Years
16	B F A (Bachelor of Fine Art)	04 Years
17	B F D (Bachelor of Fashion Designing)	3 Years

SERVICE-CUM- CATEGORY CERTIFICATE

Certified that No. _____ Rank_____ Name_____ is serving in _____(Name of CAPFs/AR) and presently posted at _____(Name of Unit/Estt.). As per service record, _____ (Name of Ward) is her/his dependant daughter/son, whose date of birth is _____. She/he is presently studying in _____(name of Course & Year).

It is also certified that as per order of preference, she/he comes under Category _____ and eligible for applying Scholarship under Prime Minister’s Scholarship Scheme (PMSS).

**Signature of Head of Office
Name
Designation with official
stamp**

BONAFIDE CERTIFICATE TO BE ISSUED BY THE COLLEGE/INSTITUTE

(For Fresh Applicant)

It is certified that Ms./Mast. _____ daughter/son of Smt /Sh. _____ is a Bonafide student of _____ College/Institute/ University. Her/ His is studying in Ist/IIInd/IIIrd/IVth/Vth year of the two/three/four/five years _____ Course (Name of Course pursuing i.e. B.Tech, BCA etc.) . She/He has joined this college in the academic year 201_ - 201__ and the course will be completed in the month of _____ 201_____.

2. Her/His date of birth is _____.

3. This is certified that _____ College/Institute (Name & address of college/Institute) is approved by UGC/AICTE/ MCI/ University/ State/ Central Govt. Regulatory Bodies (as the case may be) vide No. _____ dated _____ and affiliated to _____ (Name of University/Institute).

4. This is certified that the above student has scored _____% of marks in the entry qualification course i.e. the course based on which admission was granted in the above professional course.

5. This is also certified that the student is getting Rs. _____/- per month/year (if not getting write N/A) as stipend/scholarship from this College/Institute/State or Central Government or from any other sources/agencies.

Official Seal

Signature of Principal/Dean/Registrar

Place :

(With Stamp)

Date :

BONAFIDE CERTIFICATE TO BE ISSUED BY THE COLLEGE/INSTITUTE

(For renewal Applicants)

(Please fill properly full year/Both Semester's Marks)

It is certified that Ms./Mast. _____
Daughter/Son of Smt. /Shri _____, (Roll No. _____) is a
bonafide _____ student _____ of
_____ College/Institute.

She/ He is presently studying in __ (I/II/III/IV/V) year of the two/three/four/five years of
_____ course (Name of course pursuing). She/He had joined this college/institution in
the academic year 201_ - 201__ and the course will be completed in the month of
_____201 ____ .

This is also certified that Mast/ Ms _____
has successfully completed her/his 1st/2nd/3rd/4th/5th year and scored :-

SL NO.	Year	Total Marks	Marks Obtained	% of Marks	Remarks, if any
1	1 st Year (1 st & 2 nd Sem)				
2	2 nd Year(3rd & 4th Sem)				
3	3 rd Year(5th & 6th Sem)				
4	4 th Year(7 th & 8th Sem)				
5	5 th Year(9th & 10th Sem)				

Official Seal

Signature of Principal/Dean/Registrar

Place :

(With Stamp)

Date :

STUDENT ONLINE REGISTRATION AND APPLICATION PROCEDURE FOR PMSS (WARB)

FOR FRESH APPLICANTS -

1. To apply the student has to login www.scholarships.gov.in
2. Then select the student login on the Home Page
3. In the student login - Select Register
4. To register in the National Scholarships Portal - To Register the Student has to fill the basic details and then submit
5. System will generate temporary registration ID and the same will be forwarded to the student Mobile number via SMS only.
6. Then select proceed.
7. Once clicked on the proceed then an Online Application form would be made available to the student to fill the details, which includes the
 - Personal details - Registration details, Basic details Bank details.
 - Academic details
 - Scheme Details
 - Contact details
8. In the basic details select Parental/Guardian Occupation as “ CENTRAL ARMED POLICE FORCES/ASSAM RIFLES”.
9. Then it will ask to fill /Select the following particulars -
 - a. Force
 - b. Rank of personnel
 - c. Category
 - d. Whether the person is Serving/Retired/Deceased
 - e. Name of the personnel
 - f. Email
 - g. Force number
 - h. PPO number
10. Then fill the Academic details present and previous.
11. Select the “PRIME MINISTER’S SCHOLARSHIP SCHEME”
12. Upload the all required documents as required.
13. Fill all the contact details.
14. Finally, submit the form for Application verification.

FOR RENEWALS APPLICANT -

1. Go to student Login on the NSP Home page scholarships.gov.in
2. Click on Register & Select the Application Type – RENEWAL (CAPF/AR)
3. A new Screen with the following details is displayed -
 - Domicile State/District
 - Previous account number
4. The Student details will be pre-populated as per the Renewal Data Shared.
5. Finally ,Student has to fill all the Sections in the application form (As Already explained Above)
6. Finally, submit the form for Application verification.

Find the screen shot below for your information

The screenshot shows the 'Student Registration Page' on the National Scholarships Portal. The page header includes the portal's name, 'Department of Electronics & Information Technology, Ministry of Communications & IT, Govt. of India', and the 'Digital India' logo. Below the header, there are instructions: 'Fields marked with asterisk * are mandatory' and 'Fields marked with hash # indicates any of the fields (Father's Name, Mother's Name and Guardian's Name) is mandatory'. The registration form contains the following fields:

- Domicile State/UT ***: A dropdown menu with 'ANDHRA PRADESH' selected.
- Type of Application ***: A dropdown menu with 'RENEWAL (CAPF & AR)' selected.
- Previous Year Bank Account No**: An empty text input field.

A green 'Check for Renewal' button is located below the form. At the bottom of the page, there is a help line number: 'Students can contact the Help Line Numbers - 040-23120300 All weekdays 9:00 AM - 5:30 PM'. The footer of the page includes 'Copyright 2015, National Scholarships Portal', 'Best viewed on Firefox 29.0 and above @ 1024x768 screen resolution', and the 'india.gov.in' logo. The Windows taskbar at the bottom shows the search bar and system tray with the date '03-12-2015' and time '03:49 PM'.