

DIRECTORATE OF EDUCATION  
PLANNING BRANCH, GOVT. OF N.C.T DELHI  
1<sup>st</sup> FLOOR, OLD PATRACHAR VIDYALYA BUILDING  
TIMARPUR DELHI – 110054

No. F.DE.18-3(20)/PLG/2021-22/ 2509 - 2513

Dated: - 04/10/2021

**CIRCULAR**

**Subject: Online entry on e-district portal of beneficiaries under the Centrally Sponsored Scheme "Pre-matric Scholarship for OBC students" for the year 2021-22 for Delhi Govt./Govt. Aided/Recognized Unaided Private Schools.**

All HoSs are informed that the Centrally Sponsored Scheme "Pre-matric Scholarship for OBC students" has been launched for 2021-22 on e-district portal of Govt. of NCT of Delhi by the Deptt for Welfare of SC/ST/OBC, GNCTD on 20.09.2021. In this regard, the letter No. F.11(243)/Such/DSCST/Bulk data/2010-21/7448-51 dated 16.09.2021 is attached herewith (Annexure 'A'). Accordingly, all HoSs are hereby directed to make aware/encourage the eligible students to apply under the scheme "Pre-matric Scholarship for OBC students" for the year 2021-22 on e-district portal directly and to help eligible students belonging to deprived class, in filling online requests on e-district portal. All HoSs must ensure displaying of information on Notice Board regarding launching of said scheme and setting up of a Help Desk in school and nominating a Nodal Officer to assist the eligible students to apply online.

In case of minor, the registration of parent is required. The parents, who are already registered on e-district portal, do not require re-registration because they already have login credential to access e-district portal. The steps of procedure for the parents, who are not yet registered on e-district portal, are given at Annexure- 'B'.

Now, by using login credential and selecting Apply Section and choosing concerned scheme of the Department for welfare of SC/ST scheme, then select specific scheme out of 4 schemes, namely "Post/Pre-Matric scholarship for SC/OBC students. The application will be opened. In this application form the detail of applicant student will be filled up to avail benefit of scholarship scheme.

The following points may be noted for smooth and effective implementation of the scheme:

1. Students currently studying in class IX to X in Delhi Govt./Govt. Aided/Recognized Unaided Private Schools are eligible for the scheme.
2. Students should belong to Other Backward Caste (OBC) category.
3. OBC caste certificate in the name of the student/father should be issued by the S.D.M./Deputy Commissioner (Revenue), Govt. of NCT of Delhi.
4. Students, whose parents/guardians income from all sources do not exceed Rs. 2.5 Lakh per annum.
5. An Income declaration by the self-employed parents/guardians, stating definite income from all sources by way of an affidavit on non-judicial stamp paper.
6. Regular attendance record not less than 60% in the previous year should be pre-requisite for availing scholarship.
7. Failed/Repeater students are not eligible.
8. The student obtaining benefits under this scheme shall not be allowed to avail benefits under any other centrally sponsored/State scholarship scheme.
9. Students shall be encouraged to have Aadhaar seeded bank accounts to facilitate payments through the Aadhaar Payment Bridge System. Aadhaar seeded bank account should be in the name of the students. HoSs/Nodal Officers are advised to check whether bank accounts of the students are seeded with their Aadhaar.
10. All the documents/records shall be maintained/kept at school level.
11. The rate of scholarship will be Rs. 100/- per month for 10 months plus an Ad-hoc grant of Rs. 500/- per student per annum.
12. Detailed guidelines of the scholarship scheme are also available on the website [www.scstwelfare.delhigovt.nic.in](http://www.scstwelfare.delhigovt.nic.in) & <https://socialjustice.nic.in>.

**All Head of Schools**

**(Delhi Govt./Govt. Aided/Recognized Unaided Private Schools)**



(Ashok Kumar)

Dy. Director (Planning)

Dated: - 04/10/2021

No. F.DE.18-3(20)/PLG/2021-22/ 2509 - 2513

Copy to:

1. PS to Pr. Secretary (Education), Govt. of NCT of Delhi, Old Secretariat, Delhi-110054.
2. PS to the Director (Education), Govt. of NCT of Delhi, Old Secretariat, Delhi-110054.
3. All DDEs (Districts/Zones) with the advice to ensure proper awareness among students about the aforesaid scheme and nomination of a Nodal Officer in each school to facilitate the eligible students to apply on e-district portal. Also, it is requested to appoint a Nodal Officer at each district/zonal level (for scholarship schemes at e-district portal) and will intimate his/her details (Name, Designation, Contact No., E-mail address etc.) to Planning Branch, DoE through e-mail ([planning.branch@yahoo.com](mailto:planning.branch@yahoo.com)) by 12/10/2021.
4. The Deputy Director (Sch), Govt of NCT of Delhi, Deptt for welfare of SC/ST/OBC, B-Block, 2<sup>nd</sup> Floor, Vikash Bhawan, I.P. Estate, New Delhi-110002.



(Ashok Kumar)

Dy. Director (Planning)



Government of NCT of Delhi  
Department for the Welfare of SC/ST/OBC  
B-Block, 2nd Floor, Vikas Bhawan, I.P. Estate, New Delhi  
Email:-[scstscholarship.delhi@nic.in](mailto:scstscholarship.delhi@nic.in) Tel. No. 23378524

F.11(243)/Such/DSCST/Bulk data/20110-21/ 7448-51 Dated 16/9/21

To

1. The Director, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110054
2. The Director (Education), New Delhi Municipal Council, Palika Kendra, New Delhi.
3. The Director (Education), Delhi Cantonment Board, Sadar Bazar, Delhi Cantt, Delhi-110010.
4. The Dy. Commissioner (Delhi region), KVS, Old JNU Campus, Near Ber Sarai, Delhi-110067.

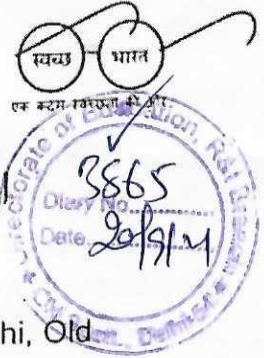
Sub. : Revised procedure for filing online application on e-district portal by students studying in Class IX to Class XII in the Government Schools in Delhi under various Central Sponsored Scholarship Schemes for the year 2021-22.

Madam/Sir,

1. Department for the Welfare of SC/ST/OBC is the Nodal Department to administer various kind of Scholarship Scheme belonging to the students of SC/ST/OBC categories. The following Central Sponsored Schemes are administered by the Department:

1. Post Matric Scholarship for SC students
2. Pre-Matric Scholarship for SC students
3. Post Matric Scholarship for OBC students
4. Pre-Matric Scholarship for OBC students

2. As per existing procedure, the Students who reside in Delhi and belonging to SC & OBC category are presently required to apply online for the above Central Sponsored Scholarship Schemes through e-district portal. The applications of the SC & OBC Students studying in other than Government/Government Aided Schools/institutions are being verified and forward by the School/Institution concerned to the Administrative Department concerned.



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3. The Administrative Department (Directorate of Education/Higher Education/Technical Education, as the case may be) after taking appropriate decision on the application (either to approve or reject the application) forward the same to this department for making sanction and disbursal of Scholarship to the beneficiary through Aadhaar Seeded bank account.
4. In regard to the students belonging to SC & OBC category, **studying in Government/Government aided schools**, as per the present procedure, the Administrative Department concerned uploads and approves the bulk data of beneficiaries on PFMS portal using their dedicated login credentials. The DSCST department downloads the excel file of bulk data and process for sanction through e-payment under DBT mode, on the portal. Thereafter the amount of scholarship is credited to Aadhaar seeded bank account of beneficiaries.
5. Now, the Government of India, Ministry of Social Justice and Empowerment has changed the above procedure of disposal of application and released new guidelines for Post Matric Scholarship Scheme for SC students, the same is also available on the official Website of Ministry of Social Justice and Empowerment (<https://socialjustice.nic.in>).
6. As per the revised guidelines issued by the Ministry of Social Justice & Empowerment, Govt. Of India, it has been decided to amend the present procedure of disbursal of scholarship amount to SC & OBC students w.e.f the current financial year 2021-22.
7. Pre-matric scholarship schemes are for the SC & OBC students studying in class IX & class X and the Post-matric scholarship schemes for the SC & OBC students studying in class XI & class XII. The eligible Students of SC & OBC category either studying in Government/Govt. aided schools or studying in non-Government/ private recognized schools will apply on e-district portal directly. The Schools/institutions will identify the eligible SC & OBC students of their Schools and encourage them to apply for these Scholarships. Further, it is also advised to help their students belonging to deprived class, in filing online requests on e-district portal.

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8. As per the revised guidelines, the scholarship funding pattern will be on 60:40 sharing ratio between the Centre and State. On receiving the online applications of the SC & OBC Students, the same will be verified by the School/Institution concerned and forwarded to the Administrative Department concerned. The Administrative Department (Zonal authority of Directorate of Education) after taking appropriate decision on the applications will forward the same to this department for making payment of 40% of the total amount of Scholarship to the beneficiary through Aadhaar Seeded bank account. The Department for the Welfare of SC/ST/OBC after releasing the share of 40% of scholarship amount will upload the data to the National Scholarship Portal of Central Government to release the balance i.e. 60% of the scholarship directly to the beneficiary. Accordingly, the procedure of uploading and approving the bulk data has now been discontinued from the current financial year in respect of the schemes at Para-1, as this department will transfer the data to National Scholarship Portal of Central Government for making payment of rest 60% of the scholarship amount.

9. A scholarship holder under this scheme shall not be eligible for any other scholarship/stipend. If awarded any other scholarship/stipend, the student can exercise his/her option for either of the two scholarships/stipend, whichever is more beneficial to him/her, and should inform the awarding authority through the Head of 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.

10. The institutions under your control are advised to take the following measures to spread awareness among students and parents:

- (i) Students shall be encouraged To have Aadhaar seeded Bank accounts to facilitate payments through the Aadhaar Payment Bridge.
- (ii) Setting up a help desk by the Educational Institutes and appoint a Nodal Officer to assist the eligible students to apply online.
- (iii) Information may be prominently displayed on the notice boards of Educational Institutes.
- (iv) Students should be briefed about the scholarship schemes and their benefits, regularly, during the online classes by watsapp, telephonically and verbally.

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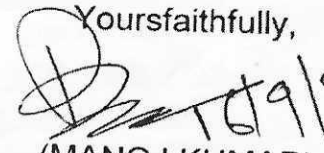


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11. The e-district portal will be opened, for applications for Scholarship from the eligible students belonging to SC & OBC category under afore mentioned Scholarship Schemes for the year 2021-22 from 20<sup>th</sup> September 2021.

The above procedure is exclusively for the Central Sponsored Scholarship Schemes. For any further queries in this regard, you may contact the undersigned at Tel.No. 011-22378524.

Yoursfaithfully,



(MANOJ KUMAR)

Deputy Director(Sch)

Manoj Kumar (Deputy Director)  
Department for the Welfare of  
SC/sT/OBC/Minorities  
Govt Of Nct Of Delhi

**Procedure for Registration on e-district portal**

**Step 1:** - <https://edistrict.delhigovt.nic.in/in/en/Home/Index.html>

**Step 2:** - Click on New User

Or

<https://edistrict.delhigovt.nic.in/in/en/Account/Register.html>

**Step 3:** - Select Document Type

Aadhaar Card

Or

Voter Card

**Step 4:** - Enter Document No.

Aadhaar Card Number

Or

Voter Card Number

**Step 5:** - Enter security code

**Step 6:** - Click on (I, the holder of Aadhaar, hereby give my consent to e-District Delhi to use my Aadhaar number and demographic data for e-KYC with UIDAI. I also give my consent to store / share Aadhaar and demographic data at e-District Delhi for processing of services among Government Departments.)

**Step 7:** - Click on continue Button

**Step 8:** - Citizen Registration Form

# Citizen Registration Form

1 Aadhaar Card\*

\*\*\*\*\*2342

2 Name of the Applicant  
(as per Identity Document)\*

3 Gender  
(as per Identity Document)\*

4 Father Name  
(as per Identity Document)\*

5 Mother Name  
(as per Identity Document)\*

6 Spouse Name

7 Date of Birth  
(as per Identity Document)\*

## Present Residential Address

8 House No.\*

9 Street Name/No.

10 Sub Locality

11 Whether Residing in Delhi or Other State?\*

Delhi  Other State

12 Residential Locality\*

[Cant find your Locality in Delhi?](#)

13

Sub Division\*

14

District\*

15

State\*

16

Country\*

17

Pin code\*

18

Permanent Address is Same?\*  Yes  No

19

Permanent Address\*

20

Email

(Access credentials will be sent on this)

21

Mobile No.\*

(Access credentials will be sent on this)

**Step 9:** - Continue for Registration

Type the security code shown

above:

**Step 10:** - Message received Your Access Code is : - Mention in Message

And Password: - Mention in Message

**Complete Your Registration**

Enter  
Access  
Code

Enter  
Password



**Type the security code shown above:**

**Step 11:** - Click on Complete Registration

**Step 12:** - Take print out of Registration Acknowledgement

User ID: - Provided on Registration Acknowledgement

Password: - As sent on your mobile.

**Step 13:** - Please Login with the help of User ID and Password

**Step 14:** - Select Apply Section and chose Department of Welfare  
of SC/ST Scheme