

**FREQUENTLY ASKED QUESTIONS-
FOR**

STUDENTS

**WHO HAVE APPLIED ONLINE APPLICATION
FOR SCHOLARSHIP**

ON

DIGITAL GUJARAT PORTAL

**Tribal Development Department
Gujarat state
Gandhinagar**

FAQ FOR STUDENT

Q .1 What is a Post Matric Scholarship (PMS)?

A post matric scholarship is the scholarship which is granted to students by the welfare departments of the Government for enabling eligible students who have passed 10th class(SSC examination) to pursue post matric studies such as 11th,12th,ITI, Polytechnic, Professional courses, graduate and post graduate courses, Ph.D etc.

Q .2 What are the components of a PMS?

Post matric scholarship has three components

- 1. Reimbursement of tuition fee**
- 2. Maintenance allowance**
- 3. Other compulsory non refundable fee not covered in tuition fee**

Q .3 How can I apply online for scholarship?

The Post Matric Scholarship Schemes for 2017-18 (Within the State/Outside the State) are online Schemes. In order to apply online, please visit the website through URL: digitalgujarat.gov.in

Q .4 Who can apply online under these scholarship scheme?

Gujarat State bonafide students, studying within state or outside state, within India, having valid AADHAAR (UID) Credentials and fulfilling the Scheme specific guidelines are eligible to apply under these scholarship schemes.

Q .5 What is the last date for submitting applications online?

For Post Matric Scholarship: In case of scholarships for the year 2017-18 students can apply online up to 15th November, 2017.The time schedule notified vide newspapers and digital Gujarat portal from time to time.

Q .6 Is there any Application ID?

Yes. An Application ID will be provided to the candidate once his /her application is registered It will be conveyed to candidates through SMS and e-mail. Students should note their Application ID as it will be required in future.

Q .7 Can I Apply as fresh if I am renewal student?

Yes, for the first time in year 2017-18 every student have to apply as a fresh candidate.

Q .8 Do I need to get my Aadhaar Card to apply for Scholarship?

Aadhaar Card Number is mandatory for the Students in order to fill up the application form online. Students can also apply for Scholarship entering the Aadhaar no.

Q.9 Do I have to fill up the online application in more than one sitting?

Yes you can fill up the online application in as many as sitting as you wish 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 final button.

Q .10 What should I do, if I do not find my institute name in the drop-down menu?

Student will contact to their respective institute.

Q .11 Which fields in application form is mandatory?

Fields provided with red asterisk (*) mark are mandatory fields.

Q.12 What happens, if I detect mistakes after forwarding the application to the institute?

You should separately inform the mistakes detected by you to the Officer of your Institute. The institute has to back the application as incomplete application and then the application will be available to the student for editing.

Q .13 Can I Secure scholarship for previous year?

No, scholarship can be claimed only for the current year. Scholarship for the previous years can't be claimed on online portal

Q .14 Can I take print-out of my application at any stage?

Printout of application can be taken with “Barcode”, after locking and forwarding the application which is to be submitted at the Institute.

Q .15 Whether I have to scan the certificates and upload in the system before forwarding the online application to the institute?

YES The system has the facility of uploading the scanned copy of the Certificates, like Caste Certificate, Income Certificate, Fee Receipt, Disabled Certificate(if any), Hosteller Certificate, Copy of first page of pass book(showing IFSC code of the Bank & Bank account number)However, the student has to submit self attested copies of requisite documents with print out/hard copy of application.

Q .16 What is to be done after submitting the online application?

After locking and forwarding the application online to the institute, you should take a print out of the application (this would come with a barcode), sign it and submit it at the Institute with documents.

Q.17 Can I apply scholarship application after last date?

Unless the date is extended you cannot apply as the digital Gujarat portal will not allow to register so please do it in time.

Q.18 How to check the status of my application?

Student can check the status of online application by logging with his/her login details.

Q.19 What should I do if, by mistake, I select and forward my application to wrong institute?

You can approach to your institute and inform about the error.

Q.20 What should I do, if by mistake, I select wrong category and apply for wrong scheme?

You have to approach to your institute and inform about the error, so that there will be Permanent rejection of your wrong application.

Q.21 How can I apply for scholarship, if I am a student of Institute, located outside Gujarat?

Fill up your application online on digital Gujarat portal and submit the filled up application along with all the documents mentioned in portal at the district respective Officer of the native district of the student.

Q.22 Where shall I Contact for Queries?

For any technical queries, Contact Helpdesk No. 18002335500

Q.23 What if I forget my password?

You can recover your password by clicking on reset button. Your password will regenerate and SMS sent to your mobile number.

The steps for a scholarship are given as under:

- 1. Apply online for a scholarship through the Digital Gujarat Portal**
- 2. Verification by the college/school principal**
- 3. Scrutiny by the department Officer**
- 4. Sanction of the scholarship**
- 5. Submission of the bill online to the treasury**
- 6. Sanction of the bill and deposit amounts into student bank accounts**