



DIRECTORATE OF TECHNICAL EDUCATION

MAHARASHTRA STATE

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No.DTE/Minority/SGS/2014/155

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Minority Scholarship Notification

Government of Maharashtra Scholarship for the Minority Communities Students Pursuing Technical and Professional Education - 2014-15

Minorities Development Department, Government of Maharashtra is offering the Scholarship for pursuing Professional and Technical Education for the economically weaker and meritorious students belonging to **Muslim , Sikh , Buddhist , Christian , Parsi and Jain** minority communities.

Applications for Fresh/Renewal of scholarship are invited through **Online Application System** for **Technical and Professional courses** from all eligible **Minority students** for the year **2014-2015**.

❖ Eligibility :

1. Applicant should be Domicile of Maharashtra State and Passed S.S.C from Maharashtra State.
2. Applicant should not avail any other scholarship / stipend.
3. The totals annul income of family/ guardian should not be more than **2.5 lakhs**.
4. 30 % seats are reserved for girl students.
5. **For renewal of scholarship** : Candidate whose scholarship is sanctioned for academic year 2013-14 must have admitted for the academic year 2014-15 in the same institute for the same course (i.e. Diploma (DP) /Under Graduate (UG) /Post Graduate (PG) course for which scholarship is sanctioned for the year 2013-14).

❖ Documents to be attached along with the application form for Fresh scholarship :

1. Photograph- Scan copy (size should not be more than 50KB) of passport size photograph that should be uploaded at the time of filling the application form.
2. Attested certificates of educational qualification (S.S.C. onwards).
3. Income and minority declaration - affidavit on non-judicial stamp paper of minimum Rs.10/- or income certificate from the employer (school leaving certificate can also be considered as proof of minority).
4. Proof of permanent residence- Attested copy of Domicile Certificate/Ration Card/Electricity bill/Telephone bill/Passport/Election Card etc.
5. One photo copy of only that page of student's own bank account passbook having readable student's name, IFSC code, Account no. and also scan copy (clearly readable and size should not be more than 100 KB) of same page of passbook should be uploaded at the time of filling the application form.

For Renewal of Scholarship : Only income declaration and mark sheet of previous examination is to be attached along with Application Form and if a candidate changed previous (i.e.2013-14) submitted account no. than document shown at above sr. no.05 is required.

❖ Courses for Scholarship :

The professional and Technical courses Diploma / Degree in Engineering/Technology UG & PG (B.E. / B. Tech/ M. E. / M. Tech), Pharmacy (B. Pharm / M. Pharm), Architecture & Town Planning (UG & PG), Hotel Management & Catering Technology, Applied Art & Craft (UG & PG), MCA, MBA/MMS, B. Tech Agri , etc.

❖ Procedure for Registration of Fresh /Renewal Application Form by the candidates :

A. Fresh Application Form :

1. The eligible aspiring candidates shall fill the Online Application Form through available "Candidate Registration " option on the Home page of www.dtemaharashtra.gov.in/scholarships
 2. Candidate has to select the studying institute name and code correctly through "Search Institute name and Register "option available under **Candidate Registration**.
- [Note : Complete list of Registered Institute with code is available on the home page of same website , even if institute name is

not in list then contact to the Principal for Institute registration]

3. After getting/selecting the **right institute name and code**, candidate has to register /fills the application form that will come by clicking on “**Apply / Institute code**”.
- [**Note** : If candidate got registered Id after completion of application form by selecting wrong institute code and if candidate **try to fill another application form** by selecting right institute code, **system will not allow** that before rejection of Finalize and submitted previous finalized filled application form by those institute which was in filled application form, Hence candidate has to fill application form by selecting right institute name and code]
4. After registration of application form, the system generates Application ID. The candidate has to **note down the Application ID and password** of its own for further use.

B. Renewal Application Form :

The eligible aspiring candidates whose scholarship is sanctioned in academic year 2013-14 (List is available on website/to the institute) and **admitted in academic year 2014-15** in the same institute for the same course (i.e. DP/UG/PG course for which scholarship is sanctioned for year 2013-14) by filling the online application form by using their sanctioned Application Id of year -2013-14 and password through candidate login/registration.

- [**Note** : If candidate has changed course / Institute for the year-2014-15 and if eligible for this scheme then candidate has to fill the **FRESH** application form instead of **RENEWAL**]

❖ Procedure for Applying and Forwarding online registered FRESH / RENEWAL application form to the Institute for Scholarship by the candidates :

- [**Note** : Without completion of this procedure through the online system, candidate registered Application Id will not be visible to institute for scrutiny and their registered application Id will not be considered for scholarship]
1. Registered candidate (i.e. having the system generated application Id) **has to view the filled details** of their application form (in one/many sitting through registered login Id and password), if details are correct (Edit it, if incorrect), then candidate has to apply for scholarship by clicking on **Finalize and submit** button.
 - [**Note** : Candidate has to check the details (each and every field) carefully, if wrong Edit it before **Finalize and submit the application form through** the system. In case of any difficulty /confusion, candidate has to ask to the Institute for guidance].
 2. The candidate should take the **printout of the Application form**, attach required documents and submit it within due date of submission of hard copy to the studying institute for scholarship.
 - **Note** : Once the application form is **Finalize and submit** through online system by the candidate, **Online System starts showing the status** (Not scrutinize /Scrutinized and Accepted / Scrutinized and Rejected (with reason)) of application form. **Candidate can check the status** of application form by inserting registered application Id and year in the box provided on the System.
The student **has to insure** that his / her online completely filled application form is **online scrutinized before the last date of scrutiny** of application form by the Institute, **if not Scrutinized** then contact to **the Principal before last date** of scrutiny of application form by the institute.
 - **Note** : Unscrutinized application form will not be considered for Generation of Merit/ Selection List and in this case, no correspondance will be done by the Directorate of Technical Education ,Mumbai.

❖ Procedure for Scrutiny and Forwarding Online Registered Application Form of candidates by the Institute :

I. Institute in Maharashtra State and Registered under this Scheme :

1. Institute shall log on to the Online System as per the Institute Code and Password (already provided by DTE) and online scrutinize (select/reject) the received applications through the scrutiny option provided in their login Id.
 - [**Note** : The Institute has to do the scrutiny(select/reject) of each and every online received application form without keeping it pending before the last date of scrutiny. While scrutiny Institute has to verify the information filled in submitted application form (i.e. Candidate name ,Religion ,Qualifying percentage , Fee details , account no. course details ,course year etc.). While scrutiny **Edit option** for every field (except institute name) is available to the institute login. **For any rejection of application form institute has to select the proper reason of Rejection. Whatever the rejected reason is selected by the institute, it will be display on website**].
2. Institute has to upload the scan copy (clearly readable) of online Generated Report (with duly signed and stamp of Institute) of scrutinized application form and forward it through online system.
 - [**Note 1** : The scrutinized application form of those Institute who will not upload the clearly readable scan copy of Generated

report will not be consider for Generation of Merit cum Selection List].

- [Note 2 : In a printed generated report, if institute seems that some information of candidates is wrongly scrutinized then Institute has to do the scrutiny again and for availability of re_ scrutiny option of scrutinized application form through the system , Institute has to click on provided option of “ Undo scrutiny “ on that particular application id and again do the scrutiny of that particular Id and print the Generated report again for uploading . If wrong report is already uploaded than before online forwarding of uploaded report, Institute has to remove it through “Delete” option provided on system for re-uploading of correct report].
 - [Note 3 : Scrutinized Report will not be generated by system even if a single application form is pending for scrutiny. After last date of scrutiny if there is any pending application at institute level then for generating the scrutinize report for institute for online uploading, all unscrutinized application form will be rejected by Directorate of Technical Education, Mumbai].
3. Submit / Forward the scrutinized application form along with generated online report of Institute and generated Acknowledgement Receipt for the Institute to the concerned Regional Office of Directorate of Technical Education.
- [Note : Acknowledgement Receipt will not be generated by system if scan copy of Generated report is not uploaded on system Application form will not be accepted without acknowledgement receipt and correct/readable uploaded scan copy of generated report]

II. Institute Outside Maharashtra State and Registered under this Scheme :

An institute has to **manually** scrutinize online filled application form of candidate and forward it **with covering letter of Institute** with due sign and stamp to the Nodal office, Directorate of Technical Education, 3, Mahapalika Marg , Mumbai-01. After submitting the application form to this office, **Institute / candidate has to insure** (can be checked by particular Application ID of candidate through website) about confirmation of online scrutiny by this office before the completion of last date of scrutiny. After generation of Merit cum Selection list, in case of no correspondence for unscrutinized application form will be done by the Directorate of Technical Education, Mumbai.

- All institutes **has to keep one Xerox copy of online filled Application Form** along with submitted documents of candidates for further demanding if necessary.
- ❖ **The Principal has to insure that, every received online application form is scrutinized (Select / Reject) and clearly readable scan copy of Institute report of accurately scrutinized application forms with due sign and stamp is uploaded by the Institute before the last date of uploading activity and acknowledgement report is generated.**
- ❖ **The scrutinized application form of those institute who will not upload the clearly readable scan copy of system Generated report of scrutinized application form before the last date of uploading activity will be Rejected.**

| Schedule of Activities (Fresh and Renewal Scholarship) | | | |
|---|---|----------------------------|------------|
| Sr. No | Activity | From | To |
| 1. | Filling of Application Form by the candidate on www.dtemaharashtra.gov.in/scholarships | 05.08.2014 | 20.09.2014 |
| 2. | Submission of hard copy of Application form by the candidate to the institute. | 05.08.2014 | 22.09.2014 |
| 3. | Scrutiny and Confirmation of Application Form by Institute. | 05.08.2014 | 24.09.2014 |
| 4 | Upload of clearly readable Scan copy of online Generated report of Scrutinized Application form by the Institute (If even a single application form is pending for scrutiny at institute level, online report will not be Generated by the system) | 4.10.2014 | 9.10.2014 |
| 5. | Submission of the Hard copy of accepted and online forwarded scrutinized application form in a sequence as per the Sr.No. in Generated Report. a . For Maharashtra State Institute along with online Generated Report and online Generated Acknowledgement by the system. (Generated Acknowledgement will come after Sr. No. 4 activity is completed by institute) at Regional offices of Directorate of Technical Education. b . For other State Institute , submission of online filled application form along with covering letter to Directorate of Technical Education ,Mumbai | 04.10.2014 | 13.10.2014 |
| 6. | Display of Provisional Merit List | - | 18.10.2014 |
| 7. | Submission of Grievances of Scrutinized Application form, if any | 18.10.2014 | 21.10.2014 |
| 8. | Display of Final Merit cum Selection List | Will be display on website | |
| Any changes in Schedule of Activities will be notified on website. | | | |

❖ **Scholarship disbursement :**

The scholarship shall be transferred in candidate's own account; hence the students should fill the **valid bank details** (Bank name, IFSC Code (11 digit-having first four alphabet digit) of that bank branch, Account No.) **carefully**.

The student should have ensured before filling the account no. in application form.

- a. Name on account no. is same as per the candidate name in scholarship application form.
- b. Bank account no. should not be stopped / closed before transferring the scholarship amount.
- c. Bank account no. is operative.
- d. Bank account no. has no any fixed credit limit (i.e. sanctioned scholarship amount can be permissible to credit in account)
- e. Bank account no. is not an NRI account / Loan account.
- f. Bank account no. has no Minor / Major status issue. [If candidate age is **below 18 year (Minor)** at the time of opening of the bank account and at the time of disbursement of scholarship amount age will **above 18 year (Major)** then account should be Major in bank (i.e. if age crossed 18 years ,candidate has to make status of account as Major in bank)]

- ❖ **After sanction of scholarship amount if it can't be transferred in submitted account no., in such case scholarship amount may be surrendered to the Government and in this case no correspondence will be done by the Directorate of Technical Education to the concern candidate.**
- ❖ **It is instructed to all concern institutes that institute has to provide all necessary assistance to the students and their parents and keep this advertisement with institute code on notice board for ensuring more effective implementation of the scheme. If required institute can request for additional training to concern Regional office of Directorate of Technical Education, M.S.**
- ❖ **As per the State Government Letter, dated-14-07-2014, The Principal of concern institute shall inform to those eligible candidate whose Merit cum Means based scholarship of GoI for the year-2013-14 is sanctioned (list is available through institute login on [www. momascholarship.gov.in](http://www.momascholarship.gov.in) and on home page of www.dtescholarship.gov.in/scholarships) for filling the RENEWAL application form of Merit cum Means based scholarship-2014-15 on website-www.momascholarship.gov.in , instead of filling the FRESH application form of State Government Scholarship-2014-15 .**
- ❖ **Every updates (Advertisement / Important Notification / Status of Candidate registered application Id / transfer of scholarship /validation of submitted account no. are / will available on website. For effective implementation of scheme, candidates are suggested to refer the website or contact to institute instead of contacting directly to the Directorate of Technical Education, M.S.Mumbai.**

For details visit: www.dte.org.in / www.dtemaharashtra.gov.in/scholarships

Sd/-

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