

**Ministry of Human Resource Development
Department of Higher Education**

GUIDELINES FOR THE SCHEME OF SCHOLARSHIP FOR COLLEGE AND UNIVERSITY STUDENTS

1. BACKGROUND:

National Merit Scholarship Scheme was introduced by Department of Education in 1961-62. It was available to brilliant but poor students from class XI to Post-Graduation level. In addition, a Scheme of Scholarship at the Secondary stage for talented children from rural areas was also introduced by Department of Education in 1971-72. It was available to talented but poor students from rural areas from class VI to class XII. These two Schemes were merged and a single Scheme, namely, the 'National Merit Scholarship Scheme' was established by Department of Education for implementation from 2005-06. This was available to meritorious students from class IX to Post Graduation level. However, since funds were not provided by the Planning Commission for the year 2007-08, the Scheme has been discontinued w.e.f. 01.04.2007. School Education has come under a new Department, namely, Department of School Education & Literacy w.e.f. the year 2007-08. The Department of School Education and Literacy has introduced a new Scheme: 'National Means-Cum-Merit Scholarship Scheme'. This Scheme will cover students from class IX to XII. The Department of Higher Education has introduced a new scheme for meritorious students from low income families going to colleges/universities for implementation during the XI Five Year Plan period with an approved outlay of Rs.1000 Crore. This is a Central Sector Scheme titled "Central Sector Scheme of Scholarship for College and University Students".

2. OBJECTIVES:

To provide financial assistance to meritorious students from low income families to meet a part of their day-to-day expenses while pursuing higher studies.

3. SCOPE:-

This scholarship will be awarded on the basis of the results of senior secondary examinations. 82000 fresh scholarships per annum (41000 for boys and 41000 for girls) will be awarded for graduate/postgraduate studies in colleges and universities and for professional courses, such as Medical, Engineering etc.

4. ALLOCATION OF SCHOLARSHIPS:-

The total number of scholarships will be divided amongst the State Boards based on the State's population in the age group of 18-28 years, after segregating share of CBSE and ICSE on the basis of number of students passing out from various Boards in the country. 50% of the scholarships would be earmarked for girls. The number of scholarships allotted to a State Board would be distributed amongst pass outs of the Science Commerce and Humanities streams of the State Board in the ratio of 3:2:1.

5. ELIGIBILITY

Students who are above 80th percentile of successful candidates in the relevant stream for a particular Board of Examination, in class XII of 10+2 pattern or equivalent and not belonging to the creamy layer as defined by the Deptt. of Personnel and Training in their Notification No.36012/22/93-Estt. (Res), dated 9th March, 2004 (Annexure V) and as may be further modified from time to time, pursuing regular courses (not correspondence or distance mode) from recognized educational institutions and not availing of any other scholarship scheme, would be eligible for consideration this Scheme. This is application to all categories of students both 'general' and 'reserved'.

5.1 Reservation

Students belonging to reserved categories/weaker sections/minorities are eligible on the basis of merit, subject to Central Reservation Policy and internal earmarking. The scholarship would be available to students belonging to 'non-creamy layer'. As per the latest guidelines on the subject, the income-ceiling for 'non-creamy layer' is Rs.4.5 lakhs per annum. At present, reservations for the various categories are as follows. SC 15%, ST 71/2%, OBC 27% and horizontally 3 % for Physically Handicapped in all the categories.

6. SELECTION PROCEDURE

The examining bodies will draw up a merit list of scholars (Annexure-I) likely to be eligible for scholarship within five weeks after the results of the examinations announced by the Boards/Universities/Authority for all students. The income of the student's parents will be taken into account before preparing the list.

The Boards/Universities/Authority in the State/Union Territory will write to the eligible students from the top of the merit list up to twice the number of scholarship: available (to provide for possible refusal and ineligible cases) through a registered letter to confirm within 15 days whether he/she is prepared to accept the scholarship.

The candidates from the replies are not received within 30 days of the State Board/CBSE/ICSE seeking their willingness will not be considered for scholarship and the ward will be given to the next eligible candidates in the merit list.

The Board/Universities in the State/Union Territory will send to each candidate shortlisted for consideration for award of scholarship the following.

- (a) Entitlement Card
- (b) Income Affidavit form
- (c) A form for 'Statement of Particulars'.

The shortlisted scholars shall present the Entitlement Card (Annexure-II), income Affidavit form (Annexure-III) and Statement of Particulars (Annexure-IV) duly filled-in to the Head of the Institution joined by him/her. The Head of the institution will complete the Entitlement Card and send it to the concerned State Board, CBSE, ICSE as the case may be.

On receipt of the joining report alongwith the competed 'Statement of Particulars' and 'Income Affidavit, the concerned Board will then compile the list of scholarship awardees of the Board on the basis of merit, eligibility criteria and reservation guidelines of the Central Govt. and send the same to the National Scholarship Division of MHRD, Department of Higher Education which will arrange to pay the scholarship to the scholar through a designated bank. The name, address for communication and details of bank account of the student in which the scholarship is to be paid, is to be furnished by the Board alongwith the list.

If the concerned Board does not receive the joining report from the candidate duly signed by the Head of Institution, within 30 days from the date of closure of admission in the institution, the case for award of scholarship to him/her will not be considered. The scholarship will then be offered to the next eligible candidate in the merit list.

The scholarship would be awarded on the basis of information available with the Board.

7. RATE OF SCHOLARSHIPS

The rate of scholarship would be Rs.1000/- p.m. at Graduation level for first three years of College and University courses and Rs.2000/- per month in the 4th and 5th year. The scholarship would be paid for 10 months in an academic year.

8. PARENTAL INCOME CEILING

Scholarship will be paid only to those students who belong to non-creamy layer as defined by the Department of Personnel & Training in their Notification NO.36012/22/93- Estt. [SCT], dt:08.11.1993 and as modified vide their O.M. NO. 36033/3/2004/ Estt. [Res] and as may be further modified from time to time and not availing of any other scholarship scheme. At present, the income ceiling is Rs.4.5 lakhs per annum. A fresh income certificate each year will not be called for provided the scholar ship fulfils all other terms and conditions stipulated for the renewal. Scholarship will be paid only to those students whose parent's/guardian's income from all sources does not exceed Rs.4.5 lakh per annum, for all categories under the scheme.

9. DURATION OF SCHOLARSHIPS AND ITS RENEWAL

A scholarship under the scheme is renewable from year to year upto Post Graduate level in the same stream. For all professional courses, scholarship will be renewed till the graduation level of the course. For all the courses the scholarship would be renewal up to a maximum of five year. The renewal will depend on promotion to the next class provided the scholar secures 60 % or more marks or equivalent Grade Point Average in aggregate for the two preceding semesters or of the annual examination which determines his promotion to the next class. It will also be subject to discipline and maintenance of attendance of at least 75% by the scholar. Complaints against the scholars regarding indiscipline including any complaints of having indulged in ragging would lead to forfeiture of scholarship.

If a scholar is unable to appear in the annual examination owing to illness and or on account of any unforeseen event, the award may be renewed for the next academic year on submission of medical certificate and other proof to satisfy the Head of the Institution who will certify that the student would have passed with 60% or equivalent Grade Point Average, had he appeared in the examination.

A scholar would be allowed to continue/renew his scholarship if he changed the course of study to a stream not offered by his school Board in class XII (i.e. Law Fashion Technology, etc.). Students pursuing courses in which the duration is 5 years, would get scholarship of Rs.1000/- per month for the first three years and Rs.2000/- per month for the subsequent two years. Students changing their college/Institute of study would be allowed to continue/renew the scholarship provided the course of study and the institution is recognized. A student will be eligible for the scholarship for a total duration **not exceeding 5 years** regardless of the course and stream of study. Good conduct and regularity in attendance as mentioned above are also required for continuance of the scholarship. The decision of the MHRD will be final and binding in all such matters Scholarship once cancelled will be revived under any circumstances.

10. PAYMENT OF SCHOLARSHIP

Scholarship will be paid to the selected students directly by the Central Government in to a Bank Accounts opened by them.

The payment of scholarship will start from the month the admission is obtained.

The scholarship will be paid for a period maximum of up to 10 months in an academic year.

CENTRAL SECTOR SCHEME OF SCHOLARSHIP FOR COLLEGE AND UNIVERSITY STUDENTS-2010

Eligibility:	<p>(i) The applicant should be an Indian national and</p> <p>(ii) The applicant should have passed in All India Senior School Certificate Examination (AISSCE) 2010 conducted by CBSE and are above 80 percentile of successful candidates/equal or above the minimum marks for the scholarship</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Stream</td> <td style="text-align: center;">Science</td> <td style="text-align: center;">Commerce</td> <td style="text-align: center;">Arts</td> </tr> <tr> <td style="text-align: center;">Minimum marks (Marks in first five subjects)</td> <td style="text-align: center;">.../500</td> <td style="text-align: center;">.../500</td> <td style="text-align: center;">.../500</td> </tr> </table> <p>The minimum marks are applicable to applicants of all categories. and</p> <p>(iii) Pursuing regular course (not correspondence or distance mode) from recognized educational institutions and</p> <p>(iv) Students should not be availing any other scholarship and</p> <p>(v) Income of parents from all source should not exceed Rs.4.5 lakh per annum and</p> <p>(vi) Should not belong to creamy layer as defined by DoP&T from time to time (Govt. of India, Dept. of per. & Trg., OM NO.36022/S/2004-Estt. (Res.) dated 14.10.2004 attached at last at last page) (Application to all categories of applicants)</p>	Stream	Science	Commerce	Arts	Minimum marks (Marks in first five subjects)	.../500	.../500	.../500
Stream	Science	Commerce	Arts						
Minimum marks (Marks in first five subjects)	.../500	.../500	.../500						
Scholarship amount per month	<p>Rs.1000/- P.M. for graduation level for first three years only (10 months per academic year) (To be disbursed lump sum Rs.10,000/- after end of the academic year)</p> <p>Rs.2000/-p.m. for Post graduation level (10 months per academic year) (To be disbursed lump sum Rs.20,000/- after end of the academic year)</p> <p>Rs.2000/- p.m. for 4th and 5th year of professional courses like B Tech., B Arch,</p>								

	<p>BE, MBBS, BDS, BHMS, BAMNS, BVSc etc (To be disbursed lump sum Rs.20,000/- after end of the academic year).</p> <p>Number of scholarships will be distributed amongst pass out of the Science, Commerce and Humanities in ratio of 3:2:1. Reservation to SC, ST< OBC and PH will be as per guidelines of the Govt. of India.</p> <p>Scholarship shall be sent to the applicant's Bank Amount by ECS mode only, Applicant should open Bank Account in a branch of any Scheduled commercial Bank (SBI, PNB, Syndicate Bank, Bank of Baroda, Canara Bank, HDFC, ICICI Bank etc.) which has ECS (Electronic Clearing System) facility. Scholarships will be sent by ECS mode directly to Bank Account of the selected candidates and not be Draft/Cash. No request for sending the amount of scholarship by Draft/in account of parents or joint account will be entertained.</p>
Duration	<p>3 years for degree level and 2 years in the post graduation. For professional courses, scholarship will be renewed till the graduation level of that course. (To be renewed on year to year basis subject to eligibility) For renewal, applicant has to apply on separate renewal for, Applicant should have passed in all the subjects in semester/annual examinations with not less than 60% marks in the annual examinations (or aggregate of 2 semester) and have maintained 75% attendance, good discipline and not involved in ragging activities etc.</p>

Last date of Receipt of online application

How to apply for Scholarship:

- (i) Check eligibility criteria and minimum marks.
- (ii) If eligible, fill the sample format and get the Bank Details of your Account verified from the Bank Manager.
- (iii) Fill the application form of scholarship online.
- (iv) Take printout of online form, joining report and Income Affidavit format.
- (v) Get the joining report verified from Institution's Head from where Degree course is pursued.
- (vi) Get the Income affidavit on a non-judicial stamp paper of Rs.10/- duly sworn in before Notary public/first class Executive Magistrate/Revenue Officer should be submitted alongwith the application.
- (vii) Send the application with the documents mentioned hereunder:-
 1. Online print of the Statement of particulars duly signed by the Applicant.
 2. Attested Joining report from Head of Institution/Report.
 3. Mark sheet of AISSCE-2010 and Caste Certificate.
 4. Income Affidavit (proof of income of parents i.e. Income Tax Returns/Form-16 (of the year ending _____) issued by the employer of the both the parents should be attached alongwith the affidavit wherever applicable)

Application without above mentioned documents will be rejected summarily and no correspondence will be entertained in this regard.

Institutions regarding Bank Accounts:

Application should write their Bank Account number with Name and detailed address of the Bank and RTGS/NEFT code of the Bank, students are advised to visit their Bank and

confirm the RTGS/NEFT code of the Bank from Bank Manager. In case the Bank details as mentioned above are not complete and in prescribed format the application will be rejected.

Where to send Duly filled up Application Forms

The duly filled in Performa, as mentioned above be sent in an envelope super scribing "Online Application for CSSS-2011" to the "Section Officer (Scholarship), 7th floor, CBSE, Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-92" by Post/courier/By Hand so as to reach before due date.

Note:

1. Those students who have done their Class-XII from CBSE prior to 2011 but have not received scholarship or have not applied due to any reason need not apply.
2. Application is entitled to receive only one scholarship from CBSE at a time. If the applicant has received scholarship from any other scheme she/she has to refund one scholarship failing which action will be taken as per rules.
3. Applicant are advised to get the Joining report filled/verified from the college and send the form to the CBSE so as to reach the Board by due date. In case of receipt of the form after due date due to any reason the application will be summarily rejected.
4. List of eligible applicant who have applied, and are being sent scholarship will be displayed/uploaded on website from time to time.
5. Only online application forms will be accepted. Forms of previous year or website printouts without bearing online registration number will be rejected. The application in respect of the candidates who have filled in the details online but have not submitted the signed form along with Joining report and Income affidavit before due date will be rejected.
6. Mere submission of the application form/fulfilling the eligibility criteria will not entitle the applicant for the award of Scholarship. Scholarships will be distributed among various streams and various categories on merit as per criteria advised by the Ministry of HRD, Govt., Govt. of India.
7. Any change in address and Bank Details must be immediately reported to "Section Officer (Scholarship), 7th Floor, CBSE, Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110092" alongwith the Online Registration No., Name and Roll NO. of application and copy of the form submitted.
8. In case of any difficulty in online registration inform us at scholarship.cbse@nic.in

FOR SAMPLE/DEMO OF THE ONLINE APPLICATION FORM CLICK HERE

G.L Dept. of Per. & Trg. Lr. No. 36033/2004 Estt. (Res.), dated 14.10.2004

Definition and Clarification regarding Creamy Layer

Children of the persons in civil services of the Central and the State Government, it provides that son(s) and daughter(s) of:-

- (a) Parents, both of whom are directly recruit Class I/Group 'A' officers.
- (b) Parents, either of whom is a directly recruited Class I/Group 'A' officers.
- (c) Parents, both of whom are directly recruited Class I/Group 'A' officers, but one of them dies or suffers permanent incapacitation.
- (d) Parents, either of whom is a directly recruited Class I/Group 'A' officer and such parent dies or suffers permanent incapacitation and before such death or such incapacitation has the benefit of employment in any International Organization like UN, IMF, World Bank etc. for a period of not less than 5 years.
- (e) Parents, both of whom are directly recruited Class I/Group 'A' officers and both of them die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any International Organization like UN, IMF, World Bank etc. for a period of not less than 5 years.
- (f) Parents, both of whom are directly recruited Class II/Group 'B' officers.
- (g) Parents of whom only the husband is a directly recruited Class II/Group 'B' officer and he gets into Class I/Group 'A' at the age of 40 or earlier.
- (h) Parents, both of whom are directly recruited Class II/Group 'B' officers and one of them dies or suffers permanent incapacitation and either of them has had the benefit of employment in any International Organization like UN, IMF, World Bank etc. for a period of not less than 5 years.
- (i) Parents of whom the husband is a Class I/Group 'A' officer (directly recruit or pre-forty promoted) and the wife is a directly recruited Class II/Group 'B' officer and the wife dies; or suffer permanent incapacitation; and
- (j) Parents, of whom wife is a Class I/Group 'A' officer (direct recruit or pre-forty promoted) and the husband is a directly recruited Class II/Group 'B' officer and the husband dies or suffers permanent incapacitation.

Shall be treated as falling in creamy layer.

2. The schedule further provides that sons and daughters of:-

- (i) Parents either of whom or both of whom are directly recruited Class I/Group 'A' officer(s) and such parent(s) dies/die or suffers/suffer permanent incapacitation.
- (ii) Parents both of whom are directly recruited Class II/Group 'B' officers and one of them dies or suffer permanent incapacitation;
- (iii) Parents both of whom are directly recruited Class II/Group 'B' officers and both of them dies or suffer permanent incapacitation, even though either of them has had the benefit of employment in any International Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.

Shall not be treated to be falling in creamy layer.

3. The criteria prescribed for determining creamy layer status of sons and daughters of persons in government service mutatis mutandis applies to the sons and daughters of persons holding equivalent or comparable posts in PSUs, Banks, Insurance Organizations, Universities, etc, and also holding equivalent or comparable posts and positions under private employment. The creamy layer status of the sons and daughters of employees of organizations where evaluation of the posts on equivalent or comparable basis has not been made is determined on the basis of 'Income/Wealth Test' given in the schedule. The Income/Wealth Test prescribed that the sons and daughters of persons having gross annual income of Rs.2.5 lakhs# or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years would be treated to fall in creamy layer. An explanation is given below the Income/Wealth Test which provides that 'Income from salaries or agricultural land shall not be clubbed (# Revised to Rs.4.5 lakh).

4. Following questions have been raised from time to time about the application of the above provisions to determine creamy layer:-

- (i) Will the sons and daughters of parents either of whom or both of whom are directly recruited Class I/Group 'A' officer(s) and such parent(s) dies/die or suffers/suffer permanent incapacitation after retirement be treated to be excluded from the creamy layer?

- (ii) Will the sons and daughters of parents, both of whom are directly recruited Class/II Group 'B' officers and one of them dies or suffer permanent incapacitation after retirement be treated to be excluded from the creamy layer/
- (iii) Will the sons and daughters of parent, both of whom are directly recruited Class II/Group 'B' officers and both of them dies or suffer permanent incapacitation after retirement even though either of them has had got the benefit of employment in any International Organization like UN, IMF World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation be treated to be excluded form the purview of creamy layer?
- (iv) Will the sons and daughters of parent(s) who retire from the service on the basis of which their sons and daughters fall in creamy layer, continue to fall in creamy layer after retirement of the parent(s)?
- (v) Will the sons and daughters of parents of whom husband is directly recruited Class III/Group 'C' or Class IV/Group 'D' employee and he gets into Class I/Group 'A' at the are of 40 or earlier be treated to be failing in creamy layer?
- (vi) Will a candidate who himself is a directly recruited Class I/Group 'A' officer or a directly recruited Class II/Group 'B' officer who got into class I/Group 'A' at the age of 40 or earlier be treated to be falling in creamy layer on the basis of his service status?
- (vii) Will a candidate who has gross annual income of Rs.2.5 lakh# or above or possesses wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive year be treated to fall in creamy layer? (#Revised to Rs.4.5 lakhs).
- (viii) The instructions provide that a lady belonging to OBC category who has got married to a directly recruited Class I/Group 'A' officer shall not be treated as falling in creamy layer on the basis of her marriage. Will a man belong to OBC category who is married to a directly recruited Class I/Group 'A' officer be treated as falling in creamy layer on the basis of is marriage.
- (ix) How will the Income/Wealth Test apply in case of sons and daughters of parent(s) employed in PSUs, etc., in which equivalence or comparability of posts has not been established vis-avis posts in the Government?
- (x) What is the scope of the explanation 'Income from salaries or agricultural land shall not be clubbed', given below the Income/Wealth Test?

5. It is clarified in regard to Clauses (i), (ii) and (iii) of para 4 that the sons and daughters of:
 - (a) Parents either of whom or both of whom are directly recruited Class I / Group ;A; officers and such parents (s) dies/die or suffers/suffer permanent incapacitation while in service:
 - (b) Parents both of whom are directly recruited Class II/Group 'B' officers and one of them dies or suffers permanent incapacitation while in service; and
 - (c) Parents both of whom are directly recruited Class II/Group 'B' officers and both of them dies or suffer permanent incapacitation while in service, even though either of them has had the benefit of employment in any International Organization like UN, IMF, World Bank, etc., for a period of not less than 5 years before their death or permanent incapacitation.

are not treated to be falling in creamy layer:-

But if the parent(s) dies/die or suffers/suffer permanent incapacitation in such cases after retirement from service, his/their sons and daughters would be treated to be falling in creamy layer and would not get the benefit of reservation.

6. In regard to Clause (iv) of Para, 4, it is clarified that sons and daughters of parents who are included in the creamy layer on the basis of service status of their parents shall continue to be treated in creamy layer even if their parents have retired or have died after retirement.
7. In regard to Clause (v) of para 4, it is clarified that the sons and daughters of parents of whom only the husband is a directly recruited Class II/Group 'B' officer who gets into Class I/Group 'A' at the age of 40 or earlier are treated to be in creamy layer. If the father is directly recruited Class III/Group 'C' or Class IV/Group 'D' employee and he gets into class I/Group 'A' at the age of 40 or earlier, his sons and daughters shall not be treated to be falling in creamy layer.
8. In regard to Clauses (vi), (vii) and (viii) of para 4, it is clarified that the creamy layer status of a candidate is determined on the basis of the status of his parents and not on the basis of his own status or income or on the basis of status or income of his/her spouse. Therefore, while determining the creamy layer status of a person, the status or the income of the candidate himself or of his/her spouse shall not be taken into account.

9. In regard to Clause (ix) of para 4, it is clarified that the creamy layer status of sons and daughters of persons employed in organizations where equivalence or comparability of posts vis-à-vis posts in Government has not been evaluated is determined as follows:-

Income of the parents from the salaries and from the other sources other than salaries and agricultural land is determined separately. If either the income of the parents from the salaries or the income of the parents from other sources other than salaries and agricultural land exceeds the limit of Rs.2.5 lakhs# per annum for a period of three consecutive years, the sons and daughters of such persons shall be treated to fall in creamy layer. But the sons and daughters of parents whose income from salaries is less than Rs.2.5 lakhs# per annum and income from other sources is also less than Rs.2.5 lakhs# per annum will not be treated as falling in creamy layer even if the sum of the income from salaries and the income from the other sources is more than Rs.2.5 lakhs# per annum for a period of three consecutive years. It may be noted that income from agricultural land is not taken into account while applying the test. (# revised to Rs.4.5 lakh)

10. In regard to Clause (x) of para 4, it is clarified that while applying the Income/Wealth Test to determine creamy layer status of any candidate as give in Category VI of the Schedule to the OM, income from the salaries and income from agricultural and shall not be taken into accounts. It means that if income from salaries of the parents of any candidate is mote than Rs.2.5 lakh per annum, income from agricultural land is more than Rs.2.5 lakhs per annum, but income from other sources is less than Rs.2.5 lakhs# per annum will not be treated as falling in creamy layer even if the sum of the income from salaries and the income from the other sources is more than Rs.2.5 lakhs# per annum for a period of three consecutive years. It may be noted that income from agricultural land is not taken into account while applying the test. (# Revised to Rs.4.5 lakh).

11. Your are requested to bring the contents of this letter to all concerned in the state.

**SAMPLE OF ONLINE APPLICATION FORM FOR THE AWARD OF
CENTRAL SECTOR SCHEME OF SCHOLARSHIP FOR COLLEGE AND UNIVERSITY STUDENTS**

VALIDATION PAGE

1.	Roll Number of AISSCE-2011	
	Certificate No. as appearing on XII certificate	

Proceed

In case of the students having less than cut of marks following windows will appear:-

Your marks are less than minimum marks required under the scheme, As such you are not eligible for the scholarship. You can not proceed beyond this page

Note:-

- (i) At the end of the form there is a 'Submit' button. After filling the form click it once only. If any information is not provided by you, system will return the form till the information is supplied.
- (ii) After successful validation, an intermediate page will appear for review. If you want to edit some information you can edit by pressing '**BACK**' button. After making necessary correction press '**Submit**'.
- (iii) Once submitted you do not have option to edit the information further.
- (iv) Take a printout by clicking '**PRINT**' button.
- (v) Send the form along with the documents by post as detailed in the guidelines.

SAMPLE OF ONLINE APPLICATION FORM

CONTROL NO.CSSS/2011/Roll No./Regn. No.
to be written on each page of application, affidavit etc.

To

The Section Officer (Scholarship)
7th Floor,
C.B.S.E., Shiksha Kendra
2, Community Centre,
Preet Vihar, Delhi-92

Sub:- Online application for Centre Sector Scheme of Scholarship-2011.

1	a.	Name of the candidate (in Block Letters)			
	b.	Whether applicant is Indian National		Yes / No	
2	Date of Birth (DD/MM/YY)			3. Sex: Male / Female	
4	a.	Category: SC/ST/OBC or General			
	b.	Are you suffering from any of the disabilities		Yes / No	
Detail of Father					
5	a.	Name of Father			
	b.	Professional (Working/Not Working/Pensioner)			
	c.	If working designation/Post held			
	d.	Name of office and address			
	e.	Nature of office (Govt./PSU/Private/Others)			
	f.	Pay scale of the Post			
	g.	Total Annual Income			
Details of Mother					
6	a.	Name of Mother			
	b.	Professional (Working/Not Working/Pensioner)			
	c.	If working designation/Post held			
	d.	Name of office and address			
	e.	Nature of office (Govt./PSU/Private/Others)			
	f.	Pay scale of the Post			
	g.	Total Annual Income			
Details for communication (Present Address for Postal Communication):					
7	a.	Address for Correspondence			
				Pin: <input style="width: 50px;" type="text"/>	
	b.	Tel. No. with STD Code:	<input style="width: 100px;" type="text"/>	c. Mobile No.	<input style="width: 100px;" type="text"/>
	d.	E-mail I.D.			<input style="width: 100px;" type="text"/>
8	Is the candidate in receipt of any other scholarship from State Government or other institution or persons? (if yes, particular should be given including the monthly amount and date from which the scholarship is being drawn).			Yes / No	
9	Particulars of Saving Bank Account (Mandatory: Application will be rejected if all the column are not filled)				
	a.	Account Number (Minimum 9 digits)			<input style="width: 100px;" type="text"/>
	b.	Name and Address of the Bank			<input style="width: 100px;" type="text"/>
	c.	RTGS: NEFT:IFSC Code (11 digit alphanumeric code of the Bank)			<input style="width: 100px;" type="text"/>

All field are mandatory in the form.

Certified that the statement made by me in this form is correct. I declare that in case I am selected for Award of scholarship, I shall devote my full time to the course of study, and that I shall not received any other stipend/Scholarship from any othe source. As per the instructions contained in Tehran Govt. of India, DOPT Circular No.36033/5/2004-Estt (Res) dated:14.10.2004 as amended from time to time. I do not belong to the creamy layer.

Signature of candidate

I have also attached following documents with the letter:-

1. Printout of the online application form with Control No. as mentioned above.
2. Joining Report signed and stamped by the College/Institution where taken admission.
3. Income affidavit on stamp paper.
4. Photocopy of XII Mark sheet
5. SC/ST/OBC certificate and PH candidate (if any)

Your's faithfully

Date:

Place:

Signature of candidate

Submit

Note:-

1. This is a sample form and is not to be sent to CBSE. Only forms filled online with Control No. will be considered for the award of scholarship. For details read instructions carefully.
 2. Application are advised to get this verified from Bank concerned before filling online form.
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CENTRAL SECTOR SCHEME OF SCHOLARSHIP-2011

JOINING REPORT TO BE FILLED BY THE APPLICANT AND VERIFIED BY THE COLLEGE

Name and Address of the Institution where admitted for Degree course.			
Name of the course joined		Duration _____years	Date of joining the course _____
Type of Institution	Type of Programme	Mode of Study	Pattern of Examination
<input type="checkbox"/> Central Govt. <input type="checkbox"/> State Govt. <input type="checkbox"/> AICTE <input type="checkbox"/> UGC Approved <input type="checkbox"/> Private <input type="checkbox"/> (Other)	<input type="checkbox"/> Degree <input type="checkbox"/> Diploma course <input type="checkbox"/> Integrated Degree <input type="checkbox"/> Cum Masters degree	<input type="checkbox"/> Regular Classes <input type="checkbox"/> Evening Classes <input type="checkbox"/> Distance Mode <input type="checkbox"/> Correspondence <input type="checkbox"/> Non collegiate <input type="checkbox"/> Open Learning	<input type="checkbox"/> Annual <input type="checkbox"/> Semester <input type="checkbox"/> Trimester <input type="checkbox"/> Bi-Annual

This is to certify that (name of the applicant) _____ S/o, D/o, W/o _____ who has passed the senior School Certificate Examination held in March/April 2011 conducted by the Central Board of Secondary Education, Delhi has been enrolled in this institution as detail above.

The course being done by him/her is a full time regular course and approved by the UGC/AICTE and our college is affiliated to _____ University.

Paste here recently colour photograph of the applicant attested and stamped by Principal of Institution where student is presently studying

Signature of Head of Institutions

Name & Designation

Tel. & Mobile No.

Email I.D.

Seal

Place

Date:

NON JUDICIAL STAMP PAPER OF Rs. TEN

**SAMPLE FORMAT OF TEXT TO BE
WRITTEN/TYPED ON A FFIDAVIT DULY
SWRON IN BEFORE NOTARY/FIRST CLASS
MEGISTRATE/REVEUE OFFICER
(TO BE FILLED AND SIGNED BY PARENT)**

I, _____ (Name of parent) son/daughter of Sh./Smt.
_____ presently residing at _____
_____ solemnly affirm and say as
follows:-

That my annual income (including income of the spouse) from all sources (including salary, business, rent, commission, Pension, income from land etc.) in the preceding year ending the 31st March, 2010 is Rs. _____ and I do not belong to the creamy layer as stipulated in the Govt. of India DOPT Circular No.36033/5/2004-Estt (Res) dated:14.10.2004 as amended from time to time.

That I further undertake that in the event of the particulars given in this declaration being found false, I shall refund to the President of India DOUBLE the amount of the scholarship of the said scholar(s) and the Government's decision on whether the declaration of particulars is false shall be final and binding on me.

Signature of parent*
Name in full

To be signed in the presence of Notary Public or a Magistrate/Ist Class Magistrate Executive/Revenue Officers/Who would also affix his signature and seal.

* To be signed by both parents if they are working/earning/businessmen/tax assesses.