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Directorate of Tribal Welfare 5th Floor Shrama Shakti Bhavan, Patto, Panaji-Goa <u>Phone:-(0832)2438024 . Fax: 2438052 Website: tribalwelfare.goa.gov.in Email:-dir-tw.goa@nic.in</u> No. DTW/9/Scheme/6/circular/2022-23/3/2.2 Dated: 21/10/2023

<u>CIRCULAR</u>

The Directorate of Tribal Welfare is implementing the Schemes "Financial Assistance to ST students under "Gagan Bharari Shiksha Yojana" & "Merit Based Award" and recognition of high performance in the Board Exams of SSC and HSSC in the State of Goa.

Gagan Bharari Shiksha Yojana scheme aims to provide additional financial assistance to the ST students as an additional support to Post Matric Scholarship to meet the expenses on food and travel. It also aims to provide additional allowance to cover the expenses of ST students with disability as an additional support to the Post Matric Scholarship to meet the expenses of disabled students.

Eligibility of the Gagan Bharari Shiksha Yojana Scheme:

- 1. ST students must be eligible for Centrally Sponsored Post Matric Scholarship during the current Academic Year.
- 2. Student should belong to Scheduled Tribes Community in State of Goa. Income of Parents/Guardians should not exceed Rs. 5.00 lakh per annum. Student should be regular, full time student studying in a recognized Institution/University. Scholarship for studying in any class will be available for only for one year. If a student has to repeat a class, he/she shall not be eligible to get scholarship for second time in the same class.

Documents required for fresh applications under Gagan Bharari Shiksha Yojana Scheme:

- Note: All documents are required in digital format. Each document size should not to be 200kb.
- 1. Passport Size Photograph
- 2. Self attested copies of mark sheet/ Passing Certificate of the exam passed in the preceding Academic year.
- 3. Income Certificate issued by competent authority for the year.
- 4. Self attested copy of Schedule Tribes Certificate issued by competent authority.
- 5. Receipt of Hostel Fees Paid.(In case of Hosteller)
- 6. Receipt of Fees Paid (Current Year Admission).

- 7. Self attested copy of Bank Pass Book.(Nationalized Bank Accounts recommended)
- 8. Self attested copy of Aadhar Card.
- 9. Copy of Aadhar Consent Form verified by recognized Institution/ University.
- 10. Copy of Disability Certificate issued by competent authority (only for Person with Disabilities-PwD).

Documents required for renewal applications under Gagan Bharari Shiksha Yojana Scheme:

For Renewal applications students shall submit the online application by uploading documents and submit the application to concerned Institute. The same are then verified by the Nodal Officers from Institute to complete the application. Department shall then take necessary action to further process the application. Below mentioned documents are required to be uploaded:-

Note: All documents are required in digital format. Each document size should not to be 200kb.

- 1. Self attested copies of mark sheet/ Passing Certificate of the exam passed in the preceding Academic year.
- 2. Income Certificate issued by competent authority for the year.
- 3. Receipt of Hostel Fees Paid.(In case of Hosteller)
- 4. Receipt of Fees Paid (Current Year Admission).
- 5. Copy of Disability Certificate issued by competent authority (only for Person with Disabilities-PwD).

Objective of the "Merit Based Award" and recognition of high performance in the Board Exams of SSC and HSSC in the State of Goa scheme is to motivate students by giving Merit Based Award on the benchmark of the performance and to provide financial incentives to high performing students are economically weak.

Eligibility of the "Merit Based Award" and recognition of high performance in the Board Exams of SSC and HSSC in the State of Goa:

- Felicitation of Rank Holder Students:- Under the Schemes, amongst the ST students, First Five Rank Holders of SSC, First Five rank Holder of HSSC board exams (separately for all the streams of Science, Commerce, Arts and Vocational) will be felicitated in public function. There are no restrictions on the basis of income ceiling.
- Merit Based Award for ST students whose Annual Family Income is less than Rs. 5.00 lakh per annum having secured the requisite bench mark percentage.

Documents Required Under "Merit Based Award" and recognition of high performance in the Board Exams of SSC and HSSC in the State of Goa:

Note: All documents are required in digital format. Each document size should not to be 200kb. 1. Copy of Caste Certificate issued by Competent Authority.

- 2. Copy of Income Certificate issued by Competent Authority.
- 3. Copy of Mark Sheet
- 4. Receipt of Fees Paid
- 5. Copy of Bank Pass Book(Nationalized Bank Accounts recommended)
- 6. Copy of Aadhar Card along with consent form.

It is hereby informed that from the academic year 2023-24 applications under the scheme are invited online on Chief Minister scholarship portal URL <u>https://cmscholarship.goa.gov.in/</u>. Please note that no manual forms will be accepted by this Directorate under the Scheme.

All the Heads of the Institutes are requested to assist and cooperate with the eligible Scheduled Tribe students for applying for said schemes online. Nodal Officers appointed in every school under the schemes are requested to verify each application promptly to avoid further difficulties.

Details of opening and closing of portal are as under:-

Opening of Portal	24 th October 2023
Last date for application submission	31 st December 2023
Last date for INO Level Verification	31 st January 2024
Last date for Second Level Verification	28 th February 2024

Institutes are requested to give wide publicity of the timelines to inform the applicants /Verification Officers (Nodal Officers).

(Dasharath M. Redkar) Director of Tribal Welfare

Copy to:

- 1. The P.A. to Minister for Tribal Welfare, Secretariat Porvorim –Goa.
- 2. The P.A. Secretary (Tribal Welfare), Secretariat Porvorim –Goa.
- 3. The P.A. Secretary, Education, Secretariat Porvorim –Goa.

Panaji-Goa Govt. Of Go

- 4. The P.A. Secretary, Higher Education, Secretariat Porvorim Goa.
- 5. The P.A. Secretary, Technical Education, Secretariat Porvorim Goa.
- 6. The Director, Directorate of Education, Secretariat Porvorim –Goa.
- 7. The Director, Directorate of Higher Education, Secretariat Porvorim Goa.

- 8. The Director, Directorate of Technical Education, Secretariat Porvorim Goa.
- 9. The Registrar, Goa University, Taleigao Plateau- Goa.
- 10. Dy. Director Tribal Welfare, North & South.

11. Office Copy.

12. Guard file.

Student Manual

- 1. Register yourself (one time registration) with your basic details.
- 2. Login using user id and password shared after registration process (through SMS).
- 3. Apply for scheme you are eligible for (as per the category selected by the student, list of eligible schemes will be shown after they login)
- 4. Upload all required documents.
- 5. Submit to School/institute.

Registration

STUDENT REGISTRATION FORM							
Student's Name : (*)	FIRST NAME	MIDDLE NAME	SURNAME				
Gender : (*)	SELECT V	Category : (*)	SELECT V				
Date of Birth: (DD-MM-YYYY) (*)	DD-MM-YYYY	Aadhar No. (12 digits): (*)	aadhar no.				
Name in Aadhar Card:	STUDENT'S NAME IN AADHAR C	ard					
House No. :(*)	HOUSE NO.	Waddo/ Street :(*)	WADDO / STREET				
Village Panchayat/ Municipality :(*)	VILLAGE PANCHAVAT/MUNI	District : (*)	SELECT V				
Taluka : (*)	~	Assembly/Constituency : (*)	~				
City/Town/Village :	~	Pincode :(*)	PINCODE NUMBER				
Mobile Number (10 digits):(*)	MOBILE NO.	Email ID :	EMAIL ID				
Password: (*)	ENTER PASSWORD						
Confirm Password:	CONFIRM PASSWORD						
** Password should be 8 to 15 chara	cters long **						
	Registe	r					

Fresh Application

Steps:

- 1. Fill online application form
- 2. Upload Required Documents.
- 3. Submit Application to School/institute.

Renewal Application

Students will be able to fill online application only after school/institute updates his/her result along with marks obtainer by student

Thereafter students can fill renewal application along with required documents.

Steps:

- 1. School/institute update result and marks of student.
- 2. Student fill online renewal application.
- 3. Upload required documents.
- 4. Submit to school/institute.

Check eligibility

Students can view details of all schemes available on portal and check for which scheme they are eligible for





Track your application

Provision is there to track your applications using your Aadhar number and date of birth on home page

ſ			TRACK YOUR APPLICATION		
	Student Aadhar No. :	AADHAR NUMBER	Date of Birth :	DD-MM-YYYY	SEARCH
		Kindly enter your aadl	har number and date of birth to Track Y	our Application	

School / Institute Manual

Registration: Schools/institutes can check whether they are registered on cm scholarship portal or not by checking their UDISE/AISHE code on "List of Registered Schools" page.

In case school/institute in not registered ,Kindly send your UDISE/AISHE Code, School/Institute Name, Principal/HOD Mobile No., School/institute Email ID, Principal/HOD Alternate Mobile No., landline No., District and taluka to <u>dir-tw.goa@nic.in</u> and <u>rama.kv@nic.in</u>

Update Profile: All schools and institutes have to mandatorily update their details and login

User Management -> Update School Profile

JDISE / AISHE Code :(*)	30010100101						
School/Institute Name :(*)	Shree Sateri English High Scho	ol, Ibrampur, 403 512					
School Details							
School/Institute Address :(*)	SCHOOL ADDRESS						
District :	North Goa	Taluka :	PERNEM				
/illage :		Pincode :(*)					
Whether Government / Private : *)	Select 🗸	Whether Rural/Urban :(*)	Select 🗸				
School/Institute Medium :(*)	Select 🗸	School/Institute Type :(*)	Select 🗸				
School/Institute Category :(*)	Select 🗸	School/Institute Management : (*)	Select 🗸				
School/Institute Board (*)	Select 🗸	Class / Course:(*)	Select 🗸				
Istablishment Year:	Establishment Year	School/Institute Email ID:(*)	saterividyamnadiribrampur@				
School Principal							
Principal Name :(*)	School Principal Name	Mobile No. (10 Digits):(*)	7350296300				
Uternate Mobile No. :	Mobile Number	Telephone Number:	Mobile Number				

School / institute level Nodal Officer <u>Registration</u>

Nodal officer at school/institute level can be registered in school/institute login by the principal of school / head of the institute.

Basic details are captured in registration form and required documents has to be uploaded for verification.

After registration of nodal officer by school/institute, the registration application goes to Directorate of Tribal welfare for approval of registration.

Only after approval of Directorate of Tribal welfare, the nodal officer is registered on the portal.

Thereafter, nodal officer can login using user id and password as entered while registration and carry out verification process of various applications.

	Nodal Officer Registraiton Form	
Aadhar no. :(*)		Documents Required for
Name:(*)		Registration
Designation:(*)		1. Aadhar Card Scanned image 2. Photograph Scanned image
Date of Birth: DD-MM-YYYY(*)		3. ID Card Issued by School Scanned
Date of Retirement:(*)		Image Please upload files in jpg/pdf format
Email ID :		File size should be less than Tookb
Mobile No. :(*)		Password Policy:
Password:(*)		Password should be 8 to 15 characters long
Confirm Password :(*)		After Successful registration and upload of supporting documents, Nodal Officer can login with Aadhar No. as userid and your
Ø Reg	zister	password

Upload Supporting Documents for Verification Purpose



School / Institute Manual

- 1. Home
- 2. Applications
 - a. Update Students Marks for Renewal in current academic year
 - b. Generate and upload verification certificate
- 3. Reports
 - a. Applications Statistics
- 4. Disbursement
 - a. Payment Details for the current academic year
- 5. User Management
 - a. Change Password
 - b. Update School Profile
 - c. Nodal Officer Registration
- 6. Help
 - a. User Manual
- 7. Logout

<u>Home</u>

Dashboard containing count of Total Applications Received, Pending, Approved, Sent Back by school, sent back by directorate to student, Queries raised, Replied received and detailed view of the same.



Verification of Applications received by school/institute:

- 1. Click on pending applications (Applications pending for action of school/institute).
- 2. Verify application form and documents.
- 3. Click on tick mark in case application or document is proper and send to directorate for further scrutiny
- 4. click on cross mark in case of defect (put the reason of defection and send back to student for correction).

Update Students Marks for Renewal in current

academic year

Select Class and Click on search button, List of all student who applied for pre-matric scheme will be listed out. update Result (Pass/Fail) and Marks of those Students. After entering marks and selecting result, can click on draft save (Temporary save) or final save (Permanent save).

Draft save: Temporarily saved record (Students won't be able to fill renewal application if marks are saved as draft)

Final save: marks saved as final (Students will be able to fill renewal application)

Pre-Matric Scheme (Under Tribal Welfare): Update result and marks of students

Gagan Bharari Shiksha Yojana (Under Tribal Welfare): Update result only.

	Update Students Result (Pass/Fail) for Renewal of Application in Current Academic Year								
	Standard :	5th Standard 🗸	Q Search						
	Total Students : 22	Passed : 0 F	Passed : 0 Failed : 0						
(List of Students								
(P	age for s)				1 2 3				
S.No.	Applicant Details (Name, Application No., Aadhar Number, Date of birth, Mobile No., Father Name, Mother Name)	Academic Details(School/Institute Name, Class)	Result	Update Marks	Action				
	CHRISIYAH MIRANDA	30020104502 (Our Lady of Rosary High School, Fatorda, 403 602)							
1	VVVVVV2020		O Pass	Obtaine Total N	Durá Cour				
	30-07-2012 8888912474	Sth Standard	○ Fail	Percentag Select 🗸					
	MARIO MIRANDA				Final Save 🛛 Reset Record				

Generate and upload verification certificate

Common verification forms can be submitted by School/institute after verification and submission of applications to Directorate on or before the dates communicated.

Verification forms will be system generated as per the format of application.

Applications Statistics

Contains details of applications filled under the school/institute (whether application filled, which documents are uploaded, where the application is pending etc.) under the current and previous academic years with facility to filter as per the application number and Aadhar number.



S.No.	Student Details	Application filled	Aadhar	Bank Pass book	Mark sheet	Photo	Caste cert	Income cert	Consent form	sent to nodal	sent to school	sent to Directorate	sent for Payment	Payment Status
1	P220000001 285693685682 CLAYDAN CLEMENTE	۲	۲	۲	۲	٢	۲	۲	۲	۲	۲	۲	۲	_
2	P220000012 841688533938 CHRISIYAH MIRANDA	۲	۲	۲	٢	٢	٢	۲	٢	۲	۲	۲	۲	COMPLETED (Credited Rs. 4475 on date-15-05-2023 ,Transaction ID - YESB31355679600)
3	P220000102 320952581446 SANROY CLIFF DSILVA	۲	8	۲	۲	٢	٢	۲	٢	۲	۲	۲	۲	-

Payment Details for the current academic year

Payment status can be checked here with rejection reason in case of rejected transactions and transaction id with account in which disbursed and amount paid in case of successful transaction with filtration based on class, name, application no., mobile no. and Aadhar number.

List of Applications Sent for Payment and their corresponding status							Academic Year: 2022-2023 ✔	
	Institute Name:- Class/Course Name:-		30020104502 (Ou Select	ur Lady of Rosary High Scho	ool, Fatorda, 403 602	2) 🗸	84 Students	
Name Mobile No.	Applicant Name Mobile Number	Or	Aadhar No.	Aadhar Number	Or	Application No.	Application Number	Or Search

Change Password

	Change Scho	ol Password
	Current Password :(*)	
	New Password:(*)	
	Confirm Password :(*)	
		Change Password
Note : Please Follow Password Policy		
Password length should be between 8-12 Ch Password should contain atleast 1 Caplital L Password should contain atleast 1 Small Let Password should contain atleast 1 Number Password should contain atleast 1 Special C	naracter long. etter : (A-Z), ter : (a-z), : (0-9) and haracter : \$@!%*#?&	

Update School Profile

It is mandatory for all schools and institutes to update their school profile having complete address, contact details of head of school and institute and other necessary details.

JDISE / AISHE Code :(*)	30010100101	30010100101					
ichool/Institute Name :(*)	Shree Sateri English High Sch	ool, Ibrampur, 403 512					
School Details							
School/Institute Address :(*)	SCHOOL ADDRESS						
District :	North Goa	Taluka :	PERNEM				
/illage :		Pincode :(*)					
Whether Government / Private : *)	Select	Whether Rural/Urban :(*)	Select 🗸				
School/Institute Medium :(*)	Select 🗸	School/Institute Type :(*)	Select 🗸				
School/Institute Category :(*)	Select 🗸	School/Institute Management : (*)	Select 🗸				
School/Institute Board :(*)	Select 🗸	Class / Course:(*)	Select 🗸				
Establishment Year:	Establishment Year	School/Institute Email ID:(*)	saterividyamnadiribrampur@				
School Principal							
Principal Name :(*)	School Principal Name	Mobile No. (10 Digits):(*)	7350296300				
Alternate Mobile No. :	Mobile Number	Telephone Number:	Mobile Number				
			Save				

Nodal Officer Registration

Schools/institutes can register nodal officers in the below mentioned form with basic details and thereafter upload required documents and submit to directorate of tribal welfare.

Tribal welfare will verify the registration and either approve or reject the registration.

Rejected registrations will come back to school/institute and they can do the correction and resubmit to directorate of tribal welfare.

Approved Nodal officers can login and do the scrutiny of student applications.

	Nodal Officer Registraiton Form	
EMIESO		
Aadhar no. : (*) Name:(*)		Documents Required for Registration
Designation:(*)		1. Aadhar Card Scanned image 2. Photograph Scanned image
Date of Birth: DD-MM-YYYY(*)		3. ID Card Issued by School Scanned
Date of Retirement:(*)		Please upload files in jpg/pdf format
Email ID :		File size should be less than 100kb
Mobile No. :(*)		Password Policy:
Password:(*)		Password should be 8 to 15 characters long
Confirm Password :(*)	zister	After Successful registration and upload of supporting documents, Nodal Officer can login with Aadhar No. as userid and your password