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**DIRECTORATE OF TECHNICAL EDUCATION,
MAHARASHTRA STATE**

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Register AD

No.18 /Minority/ MCM/2014/120

Date.

9 JUL 2014

✓
To,
The Director,
The Institute Of Company Secretaries Of India
ICSI House, Plot No.22, Lodi Road,
Institutional Area, New Delhi, Delhi 110003
Ph: 011- 4150 4444

JS-SG

15/7/14

**Subject : Regarding Merit-cum-Means based Scholarship for Minority communities
of Government of India.**

Dear Sir,

With reference to subject cited above, The Ministry of Minority affair Government of India has developed an Online Scholarship Management System (OSMS) for accepting the application form. Details of the Minority Schemes are available on www.momascholarship.gov.in

The Ministry has fixed the no. of scholarship for each state.

In Maharashtra State Nodal office, Directorate of Technical Education, Mumbai is implementing the Merit-cum-Means Based Scholarship of Government of India.

The Advertisement is published (same is attached here with) by this Directorate for accepting the application form for the year 2014-15 from those candidates whose domicile state is Maharashtra. This Directorate will consider only scrutinized application form by the institute for scholarship under the quota of Maharashtra state. So, it is to inform you that forward (as per the home district of the candidate to the concern regional office, details are given in attached advertisement) the applications of only those Maharashtra state candidates whose applications are scrutinized by your department /departmental regional offices/institute. For any query about Institute login id & password you have to contact to nodal office of the concern state (i.e. State in which Institute located, list of Nodal offices is available on website-www.momascholarship.gov.in).

The candidate who is getting any other scholarship/stipend is not eligible for this scholarship.

(Dr. Subhash Mahajan)

Nodal Officer & Director

Directorate of Technical Education, Mumbai

Cc: The Director, the Institute Of Company Secretaries Of India, ICSI House, C-37, Sec -62
Noida-201309



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No. 18/DTE/MCM/2014/109

Scholarship Notification Date: 02.07.2014

Merit-cum-Means Based Scholarship of Govt. of India for the Minority Communities Students pursuing Technical and Professional Education-2014-15

Government of India is offering the Merit cum Means Based Scholarship for students pursuing Professional and Technical courses for the economically weaker and meritorious students belonging to Muslim, Sikh, Buddhist, Christian, Parsi and Jain minority communities.

Applications are invited only through Online Scholarship Management System (OSMS) for Fresh/Renewal Scholarship for academic year 2014-2015.

❖ Eligibility Criteria :

1. Applicant should be resident of Maharashtra State.
2. Admission to the course should be through Common Entrance Test or obtained minimum 50 % marks at qualifying examination.
3. Applicant should not avail any other scholarship / stipend.
4. The total annual income of family/guardian should not be more than 2.50 Lakhs.
5. 30 % seats are reserved for girls.

❖ Documents to be attached with application form :

1. One Copy of passport size photograph with signature pasted on Application form.
2. Attested certificates of educational qualification (S.S.C. Onwards).
3. Income and minority declaration - affidavit on non-judicial stamp paper and income certificate from the employer, if any.
4. Proof of permanent residence.

For renewal of scholarship - Upload the required pages of filled printed application form/documents as per the online instruction that will come before finalizing the application form.

❖ Courses for Scholarship (details list available on <http://momascholarship.gov.in>) :

The professional and Technical courses Degree in Engineering/Technology UG & PG (B.E. / B. Tech/ M. E. / M. Tech), Cement Technology, Fashion Technology, Pharmacy (B. Pharm / M. Pharm), Architecture & Town Planning (UG & PG), Hotel Management & Catering Technology, Applied Art & Craft (UG & PG), MCA, MBA/MMS, Health Science Courses, Law (LLB/LLM), Veterinary Sciences and Animal Husbandry, CA , ICWAI, CS etc.

❖ Scholarship Amount:

The rate of scholarship will be as under :			
Sl.No.	Type of Financial Assistance	Rate for hostler	Rate for Day Scholar
1	Maintenance Allowance (For 10 months only)	Rs.10,000/- per annum (Rs.1000 p.m.)	Rs.5,000/- per annum. (Rs.500 p.m.)
2	Course Fee*	Rs.20,000/- per annum or Actual whichever is less	Rs.20,000/- per annum or Actual whichever is less
Total		Rs.30,000/-	Rs.25,000/-

* Full course fee will be reimbursed for eligible institutions listed at Annexure-III (available on www.momascholarship.gov.in)

❖ **Submission of Application Form for Fresh / Renewal Scholarship by student :**

The eligible aspiring students shall fill the online application form under Merit cum Means Scholarship on <http://momascholarship.gov.in>.

- a. The **Fresh student** should register the name on the website, fill the information online, The OSMS shall generate the Temporary Application ID for the **Fresh student**, by using this Id fill the online application form , select the Institute (if not in list then contact to the Principal for institute registration) and fill all the information carefully.
- b. The **Renewal student** (Eligible student whose scholarship is sanctioned in previous year) can renew the scholarship by filling the online application form by using the generated permanent ID /by filling basic information of the year-2013-14. Renewal Student has to upload the required pages of printed application form/document as per the online instruction that will come at the time of finalizing the application form.

After filling the Fresh/Renewal online application form, Student has to verify the complete filled data and **finalize & submit** it to the Institutes. The student can't update the data, once the form is Online finalize & submitted.

- ❖ **Student has to insure that his/her application form is scrutinized by the institute. Student can check the status of his/her application form through Feedback / Search option given on website. Only Online Scrutinized Application Form by the institute will be considered for Scholarship.**

❖ **Procedure for forwarding Online application by Institutes registered under Maharashtra State:**

The registered institute (list is given on www.momascholarship.gov.in) should scrutinize (Select/Reject) the online filled application form through OSMS by their login Id and password. Forward the hard copy of **only Fresh (not Renewal)** online scrutinized application forms with due signature and stamp along with attested Xerox copy of necessary documents of :

- a. **Maharashtra state students** to the concern (As per the Institute District) Regional Office of the Directorate of Technical Education, Mumbai and
- b. **Other than Maharashtra State students** to the concern Nodal office (list is provided on website) of the home state of student.
- c. **Maharashtra State student studying in other state** should also forward the hardcopy of the Online scrutinized application form by the institute to the concern (As per the Permanent District of Candidate) Regional Office of the Directorate of Technical Education, Mumbai (Address of Regional Offices with covered District is given on website - www.dte.org.in / www.dtemaharashtra.gov.in/scholarships).

- ❖ **At the time of Online Scrutiny, Institute has to insure that there should not be any duplication of the same accepted candidate.**

All institutes have to keep one Xerox copy of online filled Application Form (only fresh) along with submitted documents of candidates for further demanding if necessary.

❖ **Registration of Maharashtra State Institute for Merit cum Means Based Scholarship:**

The approved institutes of Maharashtra State whose names are not in registered institute list (Registered Institute list is provided on website-momascholarship.gov.in, under Merit cum Means scholarship) can register their institute name by submitting the information shown in a table given below to Nodal office, Directorate of technical Education, Mumbai. After registration Institute will get the Login Id and Password on mobile no. /E-mail Id through SMS/MAIL.

Information of the Institute for Merit cum Means Based Online Registration of Institute on the letter head of the Institute									
Sr No	Institute Name	Establishment Year	University /Board	Institute Code if any (provided by DTE)	Institute address with Pin code	Inst. District	Details of the scholarship handling person		
							Name	Mobile	E-mail

❖ **For the Registered Institutes who forgot their Password :**

- a. The already registered institute who forgot their password can request for the OTP No. (One Time Password) by filling Email_Id and Mobile No. on the website. If filled Email_Id and Mobile No. matches with already registered Email_Id and Mobile No., they will get OTP through SMS/mail. By using the OTP No. they can login once and can filled new password.
- b. The already registered institute who forgot / wants to change the registered Email_Id / Mob.No., by forwarding the request with the required information shown in table given below to Nodal office, Directorate of technical Education, Mumbai. After submitting/registered by this office, they can request for OTP No. by filling the new submitted/registered Email_Id and Mob. No. Through website.

Information of Institute for changing already registered Email_Id / Mob.No.on the letter head of the Institute						
Sr No	Institute code (ex.mh-----) given for this scheme (Provided on website also)	Institute Name	Inst. District	New details of the scholarship handling person for Updating		
				Name	Mobile	E-mail

Once the OTP No. is generated by the system, Institute can't request for other OTP No. without using the generated OTP No. Generated OTP No. is forwarded through SMS/Mail on registered mobile no./ EmailId

❖ **Schedule of Activities for Fresh /Renewal Application form-Year 2014-15**

OSMS- Fresh / Renewal Scholarship-2014-15			
Sr. No.	Activities	Last Date	
		Fresh	Renewal
1	Last date for submission of online applications for scholarship by students on www.momascholarship.gov.in	30 th September, 2014	15 November, 2014
2	Last date for submission of duly signed printed version of online applications by students to respective Institutes	10 th October, 2014	Student has to Upload the required pages of filled printed application form /documents as per the online instruction that will come before finalizing the application form.
3	Last date for scrutiny of online applications by Institutes on www.momascholarship.gov.in	* 20 th October, 2014	* 25 th November, 2014
4	Last date for submission of hard copy of Application forms by the institutes in Maharashtra to concern Regional Office.	22 nd October, 2014	-----
Any changes will be displayed under Timeline Activities on website- www.momascholarship.gov.in			

* **Note:** The Online submitted Application form will be Escalated (Automatic Pulled) after 30 days (from the date of Online submission by the candidates) to next level. Institute has to do Online Scrutiny (Select/Reject) before Escalation of Application form. All received Escalated Online Application form / Not Scrutinized at State Level will be rejected and no correspondence will be done in this case by this Nodal office.

❖ **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 because no one can EDIT/Update after online finalizing the application form by

the student.

The student should have insured 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)]
- ❖ It is Instructed to all concern Institute that institute has to provide all necessary assistance to the students and their parents for ensuring more effective implementation of the scheme.
 - ❖ After sanction of scholarship amount if it can't be transferred in submitted account no. in such case scholarship amount may be surrendered to Government.
 - ❖ Important Notification / Advertisement of Directorate of Technical Education about Merit cum Means Based Scholarship of Government of India will be displayed on website-www.dtemaharashtra.gov.in/scholarships

(Dr. Subhash Mahajan)
Nodal Officer cum
Director, Technical Education, Mumbai (M.S.)