

Most Urgent

PERSONAL ATTENTION

शिक्षा निदेशालय उत्तर हिमाचल

No.EDN-H(10)F(4)-2009-10-Misc.

Directorate of Higher Education,

Himachal Pradesh, Shimla-1

Tel. No. 2653120, Fax:-2812882, Email.dhe-sml-hp@gov.in & -

nsphpsml@gmail.com

23 JUN 2026

शिमला-1

To

Dated Shimla-1 the June, 2026

The Vice Chancellors/ Registrars/ Principals
All the Govt. and Pvt. Universities / Colleges / other Educational
Institutions, Within and Outside of Himachal Pradesh,
(Where bonafide Himachali Students are studying and claiming
scholarships from the state of H.P.)

All the Deputy Directors of Higher Education,
Himachal Pradesh

All the Principals/ Headmasters.
Govt. Sr. Sec./ High Schools in,
Himachal Pradesh

Subject:-

**Regarding applying for State and Centrally Sponsored Scholarship
Schemes on National Scholarship Portal for the year 2026-27
instructions thereof.**

Madam/Sir,

It is to bring to the kind notice of all the concerned that National
Scholarship Portal (<https://scholarships.gov.in/>) is now open for Academic Session 2026-27 to
receive applications for both Pre/Post Matric Scholarship Schemes. The guidelines of the
Schemes are available on National Scholarship Portal. Therefore, all the concerned Head of
Institutions must ensure that the student apply online for scholarship on the NSP as per
eligibility criteria of the scholarship schemes within a scheduled timelines.

Online applications are invited on National Scholarship Portal (NSP)
(<https://scholarships.gov.in/>) from the bonafide Himachali students under the State and
Centrally Sponsored Scholarship Schemes as per schedule given below for the FY 2026-27:-

■ Timelines for Pre-Matric Scholarship Scheme:

Opening Dates for students registration/submission of application	04-06-2026
Closing Dates for students registration/submission of application	31-08-2026
Closing Dates for INO Level Verification (L1)	17-09-2026
Closing Dates for Second Level Verification (L2)	18-09-2026

■ Timelines for Post-Matric Scholarship Scheme:

Opening Dates for students registration/submission of application	04-06-2026
Closing dates for students registration/submission of application	31-10-2026
Closing dates for INO Level Verification (L1)	17-11-2026
Closing dates for Second Level Verification (L2)	18-11-2026

The Department of Empowerment of Persons with Disabilities (DEPwD),
New Delhi has opened the National Scholarship Portal i.e. <https://scholarships.gov.in/> for
registration of application and submission of applications for the Academic year 2026-27 as per
following timelines:-

■ Pre-Matric Scholarship for students with Disabilities (Welfare based Scheme)
SwDs):

Opening of Portal	01-06-2026
Last date for application submission	31-08-2026

- Post-Matric Scholarship for students with Disabilities (Welfare based Scheme) (SwDs):

Opening of Portal	01-06-2026
Last date for application submission	31-10-2026

- Scholarship for Top Class Education Scholarship for students with Disabilities (Welfare based Scheme) (SwDs):

Opening of Portal	01-06-2026
Last date for application submission	31-10-2026
Last date for INO Level verification	15-11-2026
Last date for Second Level verification	30-11-2026

Only those Institutions which are recognized by competent regulatory body and have valid UDISE/AISHE/NCVT/SCVT code can register on NSP for scholarships.

INSTRUCTIONS TO THE HEAD OF EDUCATIONAL INSTITUTIONS

Centrally Sponsored Scholarship Schemes:

- All the Head of Institutions (HOI) are requested to conduct orientation programs/awareness camps for the students regarding various Scholarship schemes available on the National Scholarship Portal (NSP). Through such camps/ programs, scheme guidelines like eligibility conditions, type of documents, their requisite size (KB/MB), format and the quality etc. should be explained. Further, such information should also be disseminated through display boards, digital signage, announcement in morning assembly and institutional functions, classroom campaign, prospectus, website, printed electronic media. Scholarship Scheme can be widely publicized in general house of the SMC/PTA/Gram Panchayat /local bodies and through orientation of students at the commencement of academic session.
- To reduce technical and procedural difficulties, within first month of the academic session, a dedicated scholarship committee/cell should be established in the institution. with senior most member of the staff as the convener of the committee. The entire responsibility of filling up of scholarship forms of eligible School students lies on Head of Institution and Scholarship Committee. The students of higher classes are expected to fill up their scholarship applications themselves on NSP however, scholarship committee members may assist the students, if they face any difficulty. It is desired to check all the particulars and quality of uploaded documents before submission of application form online.
- After identifying the potentially eligible students, targeted guidance should be provided to such eligible students with reference to the documents to be uploaded on NSP portal such as parental income certificate issued by official not below the rank of Naib-Tehsildar, caste certificate, previous class certificate and disability certificate (if applicable).
- The Head of the Institutions are requested to ensure the Aadhaar Seeding of the bank accounts of the students who have applied for scholarship on the NSP for the year 2026-27 or pending scholarships if any. The Scholarship Committee members should provide the necessary support to students to seed their bank account with Aadhaar Number for timely disbursement of scholarship and to avoid unnecessary prolonging of scholarship disbursement process.
- All the Heads are informed that the National Payments Corporation of India (NPCI) has launched Bharat Aadhaar Seeding Enable (BASE) platform to facilitate Aadhaar Seeding and De-seeding activities through self-service mode for Direct Benefit Transfer (DBT) by enabling the citizens to carry out certain activities in digital mode. The link of flash news announcement is available on the NSP Portal along-with option of "How to seed Aadhaar

with the bank Account". Students have to be informed that their bank accounts need to be linked with their Aadhaar for general KYC and identity verification purpose and further their Aadhaar seeding needs to be done by them so that their Aadhaar number is registered in the National Payment Corporation of India (NPCI) mapper to receive government Direct Benefit Transfers

- The Aadhaar Seeding status of the bank account of the students can be checked as under:-
 1. Open the NSP portal and Click on top left side four lines (Pink & Blue) button.
 2. A pop-up option arises and click on the option "How to seed Aadhaar with the Bank Account", & open a YouTube information regarding Aadhaar seeding awareness Beneficiary.
 3. Go to www.npci.org.in & www.uidai.gov.in
 4. Go on NPCI Website, Click on Consumer Tab> Bharat Aadhaar Seeding Enabler (BASE)> to get Aadhaar mapped status > enter Aadhaar Number & Captcha><enter OTP><Check Aadhaar Seeding status>. There is also an option of Aadhaar Seeding/De-seeding available in Bharat Aadhaar Seeding Enabler (BASE) tag through which students can seed and de-seed his/her Aadhaar Number.
 5. Go on UIDAI website> Select language> go to My Aadhaar Tab> go to 3rd pop-up menu in Aadhaar Services> Select Bank Seeding Status> by entering Aadhaar Number, captcha and OTP.

This small intervention can lead to timely payment of scholarship to the students.

- The Head of Institution and scholarship committee members should go through the guidelines of all scholarship schemes and guide the students accordingly. Only non-refundable fees are admissible and fee claimed should be verified as per fee structure approved by competent authority. Claim of Scholarship for a Day-Scholars under category of Hosteller is a serious offence and may lead to filing of FIR.
 - The student's name and other particulars in all documents such as Academic Certificates, Income certificate, caste certificate, Aadhaar Card, Bank documents and Scholarship applications should be as per his/her Matriculation Certificate.
 - Before submitting the scholarship form on Portal and verification at Institutional level, it must be ensured that all particulars are correct and documents uploaded are legible, relevant and of required size (KB). For any lapse, applicants and concerned institutions will be held responsible.
 - The applicants are required to note down application number, users login ID and Password for future reference like tracking the current status of their scholarship application or for the uploading of required document if it is defected for rectification of wrong bank details or uploading of required document(s). If applications is defected, SMS will be received by the applicant and he/she has to immediately re-submit the application online after making necessary corrections/uploading of required documents.
 - It has been observed that some applicants do not respond to the message and their applications remain pending at their level and Portal gets disabled for submission of application after scheduled timeline as a result students remain bereft of scholarships. Similarly some times, scholarship applications remain unattended at the level of Institutions. Lack of action on the part of institution will lead to recovery of scholarship from the pockets of the Principal and committee members. Court cases (if any) and unnecessary harassment to the students. Prompts action on the part of institution is required to avoid. The Institutions are required to verify both fresh and re-submitted applications within scheduled timeline.
 - The Head of Institution must ensure that scholarship has been claimed as admissible under concerned scholarship scheme guidelines. If any discrepancy of excess payment or under payment is found, recovery of the amount will be held from Head of Institution and the members of scholarship committee. No eligible student enrolled in the Institution should be left without scholarship. If any eligible student is left without scholarship, head of Institution and members of scholarship committee will be held responsible for the same. Meritorious student

joining from other Institutions are also to be covered under scholarship schemes as per his or her eligibility.

- The Head of Institution should conduct random checking of at least 10% scholarship applications to ensure accuracy before scholarship applications are verified at Institutional Level (Level 1).
- All are requested to focus on the opening date of National Scholarship Portal and not on last date. Each Institution must plan appropriately as per the timeline for action to be done at their level to facilitate for the timely disbursement of scholarship to the beneficiaries.
- To avoid last-minute errors and server issues, institutional deadlines to submit forms internally must be set 10-15 days earlier before the official deadline so as to have time for corrections and verification.
- To prevent delays in scholarship approval, verification of applications at the institutional level must be done within 3-7 days after submission of application. Pending cases must be monitored daily. Students should also be instructed to check the status of their applications on daily basis till scholarship is received in their Aadhaar seeded bank account.
- There should be zero pendency of scholarship applications at the Institution level. Still, if any application is lying at the Institution level, reason for that must be explained to the inspection committee in writing at the time of visit of this committee. If such applicant is found eligible as per the scheme guidelines then the Head of the institution and institutional nodal office shall pay the scholarship amount to the eligible applicant out of their own pockets.
- All the educational institutes must keep track of the attendance record of all the beneficiaries on regular intervals so that they do not become ineligible due to lack of requisite attendance. Extra classes, if need be must be conducted.
- Information about students vertical movement in academic/professional studies and placement/appointment must be communicated to the Scholarship branch of the Directorate of Higher Education Himachal Pradesh in following format:-

I. Name of the student:

II. Name of the scheme under
which scholarship was availed.

III. The scholarship availed from academic year _____ to _____

IV. Name of the programme under
which scholarship was availed

V. Details of the admission in next
Program /Placement /Appointment
in Govt./Pvt. Self employment _____

- If a beneficiary discontinues his/her studies and it is found that he /she is not eligible for scholarship for any reasons as per eligibility conditions of concerned scheme guidelines, the same must be intimated to the Department of Higher Education immediately.
- For the continuous improvement in scholarship utilization, at the end of the academic year Annual Review and reporting should be done by taking into consideration the number of application received, approval rates and reasons for the rejections. Improvement plans for next year should be prepared accordingly.

State Sponsored Scholarship Schemes:

- The state sponsored scholarship schemes are mainly merit based. Merit lists received from Himachal Pradesh Board of School Education Dharamshala (HPBOSE) and Himachal Pradesh University Shimla (HPU)/ Sardar Patel University Mandi (SPU) are uploaded on official website of Directorate of Higher Education, H.P. As per this Merit list filling up of scholarship applications by the concerned applicants on NSP and verification at Institutional level is required. As per Merit lists uploaded on DHE websites, filling up of scholarship applications by the concerned applicants on NSP and verification at Institutional level should be done.
- It has been observed that students apply for meritorious scholarships schemes on speculation basis without checking their name on uploaded merit list and same applications are also verified at Institutional level. Such applications are defected at state level and due to time constrain/technical reasons eligible students may fail to submit their scholarship applications for the scheme under which they are actually eligible.
- The Institutional Head must ensure that no eligible student is left in his/her Institutions without scholarship. All the particulars and bank details must be correct. Bank account of applicant should be Aadhaar seeded.
- All the School Principals (Cluster) are also directed that they should convey the instructions to all Schools in the cluster, well in time.
- The Heads of the educational institutions will ensure to aware the students not to share their personal details i.e. Aadhaar Number, mobile number, bank account number and also not to provide their personal documents i.e. educational qualification certificates, income certificate, caste certificate, bonafide/domicile certificate etc. with any other Educational Institute. For any query, students can contact only through official telephone number i.e. 0177-2656622 or through email:-nsphpsml@gmail.com or the mobile numbers mentioned in the scheme ID on National Scholarship Portal.
- The Heads of the educational institutions must inform all the students who apply for scholarship schemes on NSP to respond immediately to SMS received from NSP Portal for addressing of queries/shortcomings within timelines. In spite of repeated reminders, some students do not respond to the message received on their registered mobile number, thus scholarship applications remain pending at applicant level or if application is already verified due to non- seeding of bank account number with Aadhaar, payment transactions get failed and students remains bereft of scholarship. Alternately, students can also opt for Aadhaar Seeded saving account in "India Post Payments bank" for receiving scholarships.
- If Students are getting error 904 while doing face authentication, then update UIDAI Aadhaar FACERD App from Play Store.
- It has been observed in some cases that student's / parent's / legal guardian's face authentication for generation of OTR is getting failed as they (Aadhaar Holder) have locked the biometrics for authentication in their Aadhaar. In such cases students / parents / legal guardians are advised to check their Biometric Lock / Unlock status by using Aadhaar mobile app or My Aadhaar web portal. Before proceeding for face authentication through NSP OTR app, kindly ensure that the Biometric Lock / Unlock status should be as "Unlocked" for authentication in Aadhaar. To lock or unlock the Biometric in Aadhaar, please click on the "Lock/Unlock Aadhaar" option on myAadhaar web portal (please refer to the link: <https://uidai.gov.in/en/contact-support/have-any-question/1012-english-uk/faqs/aadhaar-online-services/aadhaar-lock-unlock.html>). For assistance, please watch the video.
- The Portal is open for One Time Registration (OTR) for students.

- One Time Registration (OTR) is a unique number allotted to the student and is applicable for entire academic career on National Scholarship Portal.
- OTR can be generated using Aadhaar/Aadhaar Enrollment number (EID)
- NSP OTR App is available on Google Play Store.

◆ **Key Changes in NSP (AY 2026-27)**

✧ The principle of “One-Student – One Scholarship” is to be followed, the term “Scholarship” is often used interchangeably for diverse forms of student support (financial assistance/support/incentive), resulting in overlaps in eligibility and implementation. For de-duplication, conceptual clarity, policy harmonization and uniform implementation, following is the classification of schemes categories:

- Introduction of Merit-based and Welfare-based scheme classification, enabling students to avail one Merit scheme and one or more Welfare schemes as per eligibility.
 - Changes in application process, facilitating auto populating the applications details while submitting another application.
 - Enhancements in the verification process, including:
Fee details are captured once, and auto-populated (non-editable) in subsequent applications Student (OTR) wise consolidated view of applications for better tracking by Nodal Officers
 - Changes in De-duplication enabling scheme category-wise processing
 - Introduction of standardized reasons for rejection and marking applications as defective.
- a) Merit-based Scholarships: Granted on the basis of academic performance, ranking or achievements in a competitive/qualifying examination. The primary objective is to reward excellence and promote merit. *Examples: National Means-cum-Merit Scholarship Scheme (NMMSS), Central Sector Scheme of Scholarships for College and University students, Innovation in Science Pursuit for Inspired Research (INSPIRE) etc.*
- b) Welfare-based Scholarships: Financial support provided to students belonging to identified communities, categories, or socio-economic groups to reduce financial hardship and promote equity. *Examples: Pre-Matric and Post-Matric Scholarship Schemes for SC, ST, OBC and Minority students.*

a. **Rejection Reasons**

Sr. No.	Reasons For Rejection
1.	Income Certificate not valid
2.	Annual Family Income not matching with Certificate
3.	Domicile Certificate is not valid / of some other state
4.	Caste Certificate is not valid / of some other state
5.	Category not matching with Certificate
6.	Worker Card not valid
7.	Left the Institute/School
8.	Not a bona-fide student of Institute/School
9.	Attendance is less than required
10.	Marks less than eligibility / failed
11.	Mark sheet is not valid
12.	Not eligible for scheme
13.	Availing another scholarship/fee waiver

b. **Reasons for "Defective"**

Sr. No.	Reasons For Marking Defective
1.	Income Certificate not valid
2.	Annual Family Income not matching with Certificate
3.	Domicile certificate is not valid / of some other state

4.	Caste certificate is not valid / of some other state
5.	Category not matching with Certificate
6.	Worker Card not valid
7.	Left the Institute/School
8.	Not a bona-fide student of Institute/School
9.	Marksheet is not valid
10.	Correction in Category / Religion / Annual Income / Father Occupation etc
11.	Correction in Name / Gender / DOB
12.	Correction in Institute Name / Course / Marks etc
13.	Certificate / Receipts for Fee Details not provided/Certificate not valid
14.	Uploaded documents are not readable.

❖ **Checklist for State Sponsored Scholarship Schemes:-**

- Name of applicant is figuring in list for Meritorious scholarship schemes uploaded on website of Directorate of Higher Education, HP.
- Bonafide Himachali Certificate.
- Aadhaar Card.
- Previous class Certificate.
- Caste Certificate issued by competent authority.
- Bank account Aadhaar seeded to ensure timely payment of scholarship.
- Name and other particulars in all documents as per Matriculation Certificate of applicant.

❖ **Checklist for Centrally Sponsored Scholarship Schemes:-**

- Eligibility as per scheme guideline.
- Scholarship schemes opted is most beneficial to the applicant.
- Bonafide Himachali Certificate.
- Income Certificate issued by competent authority (SDM /Tehsildar /Naib Tehsildar) uploaded.
- Aadhaar Card.
- Previous class certificate.
- Caste Certificate issued by competent authority.
- Bank account Aadhaar seeded to ensure timely payment of scholarship.
- Name and other particulars in all documents as per Matriculation Certificate of applicant.
- Fee claim (Tuition fee, Examination fee, admission fee etc) is genuine. No fund has been claimed.
- The applicant claim under hosteller category is genuine. He/she is actually residing in the hostel.
- The applicant is required to ensure 75% attendance during academic year.
- HOI is required to intimate the Directorate of Higher Education if applicant leave the program of study mid way or does not appear in Semester/Annual Examination.

If application is defected for any reason, applicant will receive SMS on his registered Mobile number. Subsequently action is required on the part of applicant to re-submit his/her application within timeline after doing the needful. It is required to be verified online at Institutional and District/State level. If bank account is not Aadhaar Seeded then also the applicant will receive the message for Aadhaar Seeding of bank account. Immediate action will be required on the part of

applicant to visit bank branch for Aadhaar seeding of his/her account. Alternately bank account can be Aadhaar seeded online using NPCI website.

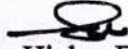
Due to introduction of SNA-SPARSH from July 2025, the students who have not received their scholarship of 2025-26 or previous academic years due to non-seeding of their bank account with Aadhaar must get it seeded before July 15, 2026 positively. Such scholarship claims may get deemed rejected thereafter. Head of institutions and institutional Nodal Officers (Scholarship) are also requested to make the students and their parents aware for this intervention so that every eligible student can receive his or her scholarship through DBT in his/her Aadhaar seeded bank account.

Active co-operative is solicited from all the officers for awarding scholarship to every genuine potential beneficiary of the state as per time schedule please.

Further, the Ministry of Social Justice & Empowerment, Department of Social Justice & Department, New Delhi, in coordination with National e-Governance Division has developed a scholarship application named SETU (Scholarship for Educational Transformation and Upliftment), which serves as a unified digital gateway for Scheduled Caste (SC) and Backward Class students to access the Pre-Matric and Post -Matric Scholarship Schemes of the Department of Social Justice and Empowerment.

The application, integrated with UMANG, facilitates end-to-end scholarship services including One-Time Registration (OTR), application submission, verification, tracking and Direct Benefit Transfer (DBT) enabled disbursement of scholarship amounts in a seamless, transparent, and user-friendly manner. The platform also enables students to access services anytime and anywhere through mobile and web-based interface, thereby reducing the need for multiple visits to offices and improving ease of access for beneficiaries.

The Scholarship app is available through SETU on UMANG Portal. Students may access the portal and complete the face-authentication process using the "eKYC with FaceAuth" service available on the SETU section of the UMANG Mobile App or UMANG Official Portal (link:<https://web.umang.gov.in/landing/departments/setu.html>). The SETU platform is presently applicable for scholarship applications pertaining to those States/UTs which are onboarded on the National Scholarships Portal (NSP) and the service is available in 13 different languages.



Director Higher Education,
Himachal Pradesh

Endst. No. Even Dated Shimla-1 the June, 2026.

Copy for information and necessary action is forwarded to:-

1. The Secretary (Education), to the Govt. of H.P. Shimla-2 for kind information please.
2. The Director, ESOMSA Block No.33 SDA complex Kasumpti Shimla HP-171009.
3. The Supdt. IT Cell, DHE, H.P. with direction to upload the letter on Departmental website.
3. Guard File.

शिक्षा निदेशालय उच्चतर हि०प्र०


Director Higher Education,
Himachal Pradesh, Shimla-1

23 JUN 2026

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