

**महाराष्ट्र शासन**  
**सहसंचालक ( उच्च शिक्षण), नागपूर विभाग,**  
**जुने मॉरीस कॉलेज इमारत, सिताबर्डी, नागपूर ४४० ००१**  
Website: [www.jdnagpur.in](http://www.jdnagpur.in) Email: [jdhengp@rediffmail.com](mailto:jdhengp@rediffmail.com)  
Phone No. 0712- 2561713 Fax No. 0712- 2554210  
क्र.उशिनाग/केंद्र पुरस्कृत अल्प./ शिष्यवृत्ती/ २२६४ /२०२१ दिनांक २६.०७.२०२१

प्रति,

१. कुलसचिव, रा.तु.म, नागपूर विद्यापीठ, नागपूर
२. कुलसचिव, कवि कुलगुरु कालीदास संस्कृत विद्यापीठ, रामटेक
३. कुलसचिव, गोंडवाना विद्यापीठ, गडचिरोली
४. कुलसचिव, विधी विद्यापीठ, नागपूर
५. सहसंचालक, तंत्रशिक्षण, सदर, नागपूर
६. सहसंचालक, व्यवसाय शिक्षण व प्रशिक्षण सिव्हील लाईन, नागपूर
७. उपसंचालक, शालेय शिक्षण, विभाग, नागपूर
८. संचालक, शासकीय/सर्व प्राचार्य अशासकीय अनुदानित/विना अनुदानित/कायम  
विना अनुदानित महाविद्यालये/संस्था नागपूर विभाग, नागपूर

**विषय :-** केंद्र शासन पुरस्कृत शिष्यवृत्ती योजनांसाठी NSP पोर्टलवरून  
महाविद्यालयांची नोंदणी व KYC करणेबाबत सन २०२१-२२ करिता  
**संदर्भ :-** संचालनालयाचे पत्र क्र. उशिसं -२०२०-२१/केंद्र पुरस्कृत  
अल्प./शिष्यवृत्ती/८४०९, दि. २६.०७.२०२१

उपरोक्त विषयाबाबतचे संदर्भीय पत्र कृपया अवलोकन करावे. सोबत प्रत जोडली आहे.

संदर्भीय पत्राच्या अनुषंगाने केंद्रशासनाच्या NSP पोर्टलद्वारे उच्च शिक्षण संचालनालयामार्फत १. केंद्रशासन पुरस्कृत अल्पसंख्यांक विद्यार्थ्यांसाठी पोस्ट मॅट्रिक शिष्यवृत्ती योजना २. महाविद्यालयीन व विद्यापीठीय विद्यार्थ्यांसाठी सेंट्रल सेक्टर शिष्यवृत्ती योजना ३. अपंग विद्यार्थ्यांसाठी देण्यात येणारी पोस्ट मॅट्रिक शिष्यवृत्ती योजना या तीन योजनांची ऑनलाईन पद्धतीने अंमलबजावणी करण्यात येते. सदरहू योजनेची सविस्तर माहिती संचालनालयाच्या [www.dhepune.gov.in](http://www.dhepune.gov.in) या संकेतस्थळावर उपलब्ध करून देण्यात आलेली आहे.

NSP पोर्टलद्वारे सर्व महाविद्यालयांना Aadhar base लॉगीन करण्याची सुविधा देण्यात आलेली आहे. तसेच सन २०२१-२२ पूर्वी ज्या महाविद्यालयांनी KYC पूर्ण केले आहेत त्यांनी त्यांच्या NSP Portal वर Institute लॉगीनमध्ये आधार व मोबाईल नंबर नोंदणी (Register) करणे आवश्यक आहे. तसेच सन २०२१-२२ साठी नवीन महाविद्यालय/संस्था यांची KYC करण्याबाबतची प्रक्रिया NSP Portal च्या Home page वरील Service Option वर Institute KYC Registration Form मध्ये देण्यात आलेली आहे. (सोबत प्रक्रिया करण्याबाबतची प्रत जोडत आहे.) सदर Form भरल्यानंतर State Nodal Officer द्वारे सदरच्या भरलेल्या तपशीलाची पडताळणी करून त्यांना ऑनलाईन पद्धतीने युजर आयडी व पासवर्ड मिळेल.

NSP Portal ज्या शिष्यवृत्ती लाभार्थीचे आधार कार्ड, मोबाईल नंबर प्रमाणित केलेले आहेत व त्यांचे वय १८ वर्षांच्या वर आहे. अशा सर्व (Fresh & Renewal) लाभार्थ्यांना शिष्यवृत्तीची रक्कम मिळेल. तरी याबाबत आपल्या स्तरावरून आपल्या अधिनस्थ महाविद्यालय/संस्था यांना सुचीत करण्यात यावे.



(डॉ. संजय ठाकरे)

सहसंचालक, उच्च शिक्षण,  
नागपूर विभाग, नागपूर

प्रत - मा. शिक्षण संचालक, उच्च शिक्षण महाराष्ट्र राज्य पुणे-१ यांचे माहितीस्तव सविनय सादर

# NATIONAL SCHOLARSHIPS PORTAL (NSP2.0)

## Ministry of Electronics & Information Technology

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### Steps to fill Institute KYC Registration Form for Academic Year (AY 2020-21)

To fill Institute KYC Registration Form on NSP, Institute must have a valid AISHE / DISE / NCVT / SCVT Code. Institute Nodal Officer (INO), who are assigned the responsibility for on-line verification of applications on NSP, should fill Institute KYC Registration form on NSP. INOs are advised to keep both Institute Head's Aadhaar details and his Aadhaar details, before applying for Institute KYC Registration as NSP will be verifying these from UIDAI server during the process. The link to apply for Institute KYC Registration is available under SERVICES section on the NSP (<https://scholarships.gov.in>). **Utmost care should be taken while filling up KYC Registration Form** as it cannot be modified after submission. Steps involved in applying for KYC are mentioned below: -

#### Step 1: - To find out availability of AISHE / DISE / NCVT / SCVT Code on NSP for KYC Registration

On clicking "Fill Institute KYC Registration Form" under SERVICES section on the portal, (Screen – 01) shown below will appear. To find out availability of institute's AISHE / DISE / NCVT Code for KYC Registration, enter AISHE / DISE / NCVT Code & captcha and click on "Submit" button as shown in (Screen – 02).

- If entered AISHE / DISE / NCVT/SCVT Code is already registered & functional on NSP, (Screen - 03) will appear.
- If entered AISHE / DISE / NCVT/SCVT Code is not available on NSP, (Screen - 04) will appear.
- If entered AISHE / DISE / NCVT/SCVT Code is available on NSP, (Screen - 05) will appear. Necessary instructions are displayed on the (Screen – 05) to proceed further.

## Institute KYC Registration Form

### Step 1:- Validate Your AISHE/DISE/NCVT Code

AISHE/DISE/NCVT Code: \*

Enter Captcha \*

Can't See? Click on Refresh Button.

DQj c QA



 Submit

(Screen: 01 )

## Institute KYC Registration Form

### Step 1:- Validate Your AISHE/DISE/NCVT Code

AISHE/DISE/NCVT Code: \*

Enter Captcha \*

Can't See? Click on Refresh Button.

DQj c QA



 Submit

(Screen: 02 )

## Institute KYC Registration Form

### Step 1:- Validate Your AISHE/DISE/NCVT Code

1:- Institute having DISE/AISHE/NCVT code:- C-25011 already functional on NSP

2:- To view more details of DISE/AISHE/NCVT code:- C-25011 go to Search Institute option available on the NSP Portal. If entered code actually belongs to you, please contact District / State Nodal Officer for further assistance

3:- In case you have entered C-25011 code by mistake, try again with correct DISE/AISHE/NCVT code

AISHE/DISE/NCVT Code: \*

C-25011

Enter Captcha \*

1wskBV

Can't See? Click on Refresh Button.



 Submit

(Screen: 03 )

## Institute KYC Registration Form

### Step 1:- Validate Your AISHE/DISE/NCVT Code

Error: Please Enter Valid DISE/AISHE/NCVT code.

AISHE/DISE/NCVT Code: \*

C-2501111

Enter Captcha \*

rx11Kx

Can't See? Click on Refresh Button.



 Submit

(Screen: 04)

## Institute KYC Registration Form

### Step 1:- Validate Your AISHE/DISE/NCVT Code

AISHE/DISE/NCVT Code: \*

NSP-0787

Enter Captcha \*

LsoRq4

Can't See? Click on Refresh Button.

sX<sub>s</sub>x9v



Submit

Continue with Aadhar Verification

Below KYC Form(s) are already submitted for the entered DISE/AISHE/NCVT code. If you want to submit new KYC Form please proceed by clicking on 'Continue with Aadhar Verification' button

Sr. #	DISE/AISHE/NCVT Code	Institute KYC Registration Form Id ( Date of Submission)	Institute Name/District/State	Institute Nodal Officer Name	Designation of Institute Nodal Officer	KYC Form Status	Action
1	NSP-0787	AS202122533197 (16/06/2021)	Test Institute / KAMRUP METROPOLITAN /ASSAM	Lal Singh Kushwaha	Institute Nodal Officer	KYC Form submitted by INO	<a href="#">Print</a>
2	NSP-0787	AS202122533152 (19/05/2021)	Test Institute / KAMRUP METROPOLITAN /ASSAM	Sanjay Kumar Agnihotri	Institute Nodal Officer	KYC Form submitted by INO	<a href="#">Print</a>
3	NSP-0787	AS202122533143 (17/05/2021)	Test Institute / KAMRUP METROPOLITAN /ASSAM	Mayank Pratap Singh	Institute Nodal Officer	KYC Form submitted by INO	<a href="#">Print</a>

(Screen - 05)



## Step 2:- INO's AADHAAR details verification from UIDAI

On clicking "Continue with Aadhar verification" button on (Screen - 05), screen (Screen - 06) shown below will appear. This will prompt INO to enter her / his AADHAAR details. On clicking "Submit" button, NSP will send the details to UIDAI for verification. Please note all five parameters entered in (Screen – 06) will be verified from UIDAI.

- INO is advised to carefully enter below information, as mentioned in her/his Aadhaar card. In case verification fails with below mentioned 5 parameters, NSP will automatically try to validated AADHAAR details without Date of Birth from UIDAI (ie rest four parameters will be matched).
- Once INO's information gets verified from UIDAI (Screen - 07) will appear.

Please be noted that without verification from UIDAI, NSP will not proceed further.

**Institute KYC Registration Form**

**Step 2:- Enter Institute Nodal Officer's Details for Aadhar Authentication**

Aadhar Number: \*

Name as In Aadhar: \*

Lal Singh Kushwaha

Date of Birth: \*

05/06/1970

Gender: \*

Male

Mobile Number: \*

94518769

Submit

(Screen – 06)

### Step 3:- Institute's Head AADHAAR details verification from UIDAI

After successful verification of INO's Aadhaar details, NSP will prompt INO to enter Institute Head's detail for verification from UIDAI.

- Information should be carefully entered, as mentioned in Head's Aadhaar card. In case verification fails with below mentioned 5 parameters, NSP will automatically try to validated AADHAAR details without Date of Birth from UIDAI (ie rest four parameters will be matched).
- Once information gets verified from UIDAI, Screen - 08 will appear.
- Please be noted that without verification from UIDAI, NSP will not proceed further.

**Institute KYC Registration Form**

**Step 3:- Enter Institute Head Details for Aadhar Authentication**

**Aadhar Number: \***

**Name as In Aadhar: \***

Lal Singh Kushwaha

**Date of Birth: \***

05/06/1975

**Gender: \***

Male

**Mobile Number: \***

9451876

Submit

(Screen - 07)



#### Step 4:- Upload INO's identity proof and other details of the institute

After successful verification of INO's and Head's AADHAAR information, Screen – 08 as shown below will appear. This screen will show information captured in Step 1 to 3 in non-editable mode and some details in editable fields.

- INO is required to verify the information in editable fields and modify/enter correct details in those fields and click on “Submit” button to generate KYC Registration form for the institute. Please refer Screen – 08 shown below.
- Before generating KYC Registration form, NSP will prompt INO to do the OTP authentication. OTP will be sent on the mobile number provided by INO in Step 2.
- OTP authentication screen is shown at Screen – 09 for reference.


#### Institute KYC Registration Form

**Step 4:- Institute Details**

**Institute Nodal Officer's Identity Proof**  
It is Mandatory to upload scanned copy of valid Identity Proof, like Aadhaar/Voter Id/Driving License etc., of Institute's Nodal Officer for NSP(INO-NSP)(Only pdf & jpeg between 50kb to 200kb File Size allowed)  
File Name of Identity Proof should contains alpha numeric only

Select File\*  1619233517519-converted.pdf

Institute Name: \*

Institute Address: \*  

State: \*

District: \*

Affiliated Board/University: \*

Institute Nature: \*

Total student strength in the Institute: \*

URL of Institute's Website(If any):

**Details of Designated Institute's Nodal Officer for NSP(INO-NSP)**  
The Aadhar , Name as in Aadhar , Date of Birth , Gender and Mobile Number has been verified from UIDAI.

Aadhar: \*

Name as In Aadhar: *	Lal Singh Kushwaha
Date of Birth: *	05/06/1970
Gender: *	Male
Mobile Number: *	9451876
Designation: *	INO of Institute with Aadhar
Official Mail Id: *	test@gmail.com
Other Contact Number:	950488

**Details of Head of Institute**

The Aadhar , Name as in Aadhar , Gender and Mobile Number has been verified from UIDAI. However Date of Birth shown below did not match with DoB available on UIDAI.

Aadhar: *	
Name as In Aadhar: *	Lal Singh Kushwaha
Date of Birth: *	05/06/1975
Gender: *	Male
Mobile Number: *	9451876
Designation: *	Head of Institute with Aadhar
Official Mail Id: *	head@gmail.com
Other Contact Number:	950488

[Submit](#)

(Screen - 08)

## Institute KYC Registration Form

### Step 3:- Validate INO(s) Mobile Number

Please Enter 5 Digit OTP: \*

O55KO

[Confirm OTP](#) [Resend OTP](#)

(Screen - 09)

Once OTP authentication is done successfully below screen will appear. It will show KYC Form Registration number generated by NSP. INO is advised to submit duly signed KYC Registration Form to the concerned District Nodal Officer (DNO) / State Nodal Officer (SNO) / Ministry Nodal Officer (MNO), after affixing latest PP size photograph.

- **INO will received User ID and Password in registered mobile number post approval of KYC Registration form by DNO/SNO/MNO. Institute Head will also receive an intimation message in this regard.**
- **In case more than one KYC Registration forms are submitted for a particular AISHE / DISE / NCVT / SCVT code, only one form will be approved. Once a form is approved by DNO/SNO/MNO, other forms submitted by any other INO from that institute will be rejected automatically on NSP.**
- **Please note that KYC Registration forms cannot be modified in any circumstances.**

### Institute KYC Registration Form

**Step 4:- KYC Form is successfully submitted. Please contact DNO/SNO for approval**

Your Institute KYC Registration Form Number : AS202122533197.

[Back to Home](#)

[Print](#)

(Screen – 10)

शशि भूषण  
उप महानिदेशक  
Shashi Bhushan  
Deputy Director General



भारत सरकार  
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय  
राष्ट्रीय सूचना-विज्ञान केन्द्र  
ए-ब्लॉक, केन्द्रीय कार्यालय परिसर, लोधी रोड,  
नई दिल्ली-110003

Government of India  
Ministry of Electronics and Information Technology  
National Informatics Centre  
A-Block, CGO Complex, Lodhi Road,  
New Delhi-110 003  
Tel. : +91-11-24305471, +91-11-24365444  
Fax : +91-11-24305471  
Dated: 05.07.2021 : bhushan@gov.in

**D.O. No: NIC/HOD/NSP/2021- 52**

Dear Madam/Sir,

At the outset, I would like to thank you for extending your comprehensive and continued support in making NSP a success. NIC is implementing NSP from AY 2016-17 onwards and has left no stone unturned in incorporating the varied requirements of each Ministry/Department/State into one single portal. In the endeavour of serving Ministries/Departments/States, NSP has successfully implemented the Aadhaar vault to enable Aadhaar based KYC as per the directions received from the DBT Mission.

NSP has enabled Aadhaar based demo-auth on first login for all existing INO/DNO/SNO (refer DBT Mission MoM no D-12011/09/2021-DBT dated 28<sup>th</sup> May 2021 point no 3.3). The OTP generated during the process will be sent to the Mobile no. registered with their Aadhaar. NSP will be using the same mobile no. for all communications and sending OTPs in future. The procedure for KYC for new Institute Nodal Officer is attached herewith. Their account would be operational post completion of KYC at NSP using their Aadhaar number. Ministry/Department/State may communicate the same to them in advance so that last minute hassles can be avoided.

Further, NSP has implemented the feature of demo-auth based on beneficiary's/student's name, gender and year of birth for them from the AY 2021-22 onwards (refer DBT Mission MoM no D-12011/09/2021-DBT dated 28<sup>th</sup> May 2021 point no 3.2).

NSP system would be allowing the students to fill their application form online at NSP and the same will be processed for verification. However, the disbursement of scholarships (both fresh and renewal) for the students

who are above 18 can only be done if Aadhaar verification at NSP is complete (refer DBT Mission MoM no D-12011/09/2021-DBT dated 28th May 2021 point no 3.15). Ministry/Department/State may inform the students about the same accordingly.

Ministry/Department/State are requested to nominate and share the name and contact details of grievance redressal officer to be displayed on NSP website (refer MoM no. D-12011/09/2021-DBT dated 28<sup>th</sup> May 2021 point no 3.22).

with regards,

Yours sincerely

*Shashi*  
5/7/2021  
(Shashi Bhushan)

Encl:

1. Procedure guide for Demo Auth for Institute Nodal Officer and Head of the institute.
2. DBT MoM dated 28<sup>th</sup> May 2021.

To,

**All NSP onboarded Ministries/Departments & NSP States Scheme Coordinators**