

**Guidelines of Post Matric Scholarship (PMS) Application for Students & Institutions.**  
**(For Fresh application)**

1. This application form is only for fresh applicant:
  - a) Class 11/ Degree 1<sup>st</sup> Year/ PG 1st year.  
OR
  - b) Class 12/Degree 3<sup>rd</sup> / 5<sup>th</sup> semester (2nd, 3<sup>rd</sup> year) and PG 3<sup>rd</sup> semester (2nd year) students who did not apply this Scholarship in the previous year.
2. Applicant who gives false statement /declarations/ documents etc or otherwise obtained scholarship through fraudulent means will be blacklisted and debarred from getting scholarship under this scheme or any other scholarship scheme for the entire period of his/her studies and the scholarship amount awarded will be recovered.
3. Students having a study break of more than 2 (two) years will not be eligible to apply for this scholarship.
4. ***Students studying within Nagaland should submit the print out/hard copies with all necessary documents to their respective institutions for verification and record failing which, online application shall be treated as Duplicate.***
5. Students studying in NIOS will be eligible for award of this scholarship under the following conditions:
  - a) To apply for 10+2course: applicant must have passed class 10 with the following subject combination.  
1.English 2. Alt English or MIL 3. Science 4. Maths and 5. Social Science.
  - b) To apply for Degree/P.G. course: the applicant must have passed class 12/Degree with the following subject combination:  
1.English 2.Alt English or MIL and 3.Any three optional subjects in NIOS course study.
6. The Annual Income of the parents from all sources should not exceed Rs.2.50 lakh. (Rupees Two lakh Fifty Thousand only).
7. Applicant applying for this scholarship scheme will not be eligible to apply for any other scholarship schemes.
8. Students repeating in the same class as 'Repeaters' will not be entitled to this scholarship for the second time except for those with genuine medical cases.
9. Documents to be enclosed/attached with print out hard copy:
  - i. Xerox attested copies of Mark sheet, admit card from Class.10 onwards.
  - ii. Xerox attested copies of Scheduled Tribe/ Indigenous Certificate.
  - iii. Xerox attested copy of admission receipt.
  - iv. Xerox attested copy of School/College/University Registration/Affiliation Certificate.
10. Hostel certificate/Form: (For Hostellers only)
  - a) Students residing in a registered hostel outside Nagaland needs to enclose a **Hostel certificate / recommendation certificate from the hostel warden for proof.**

b) Students residing in a registered hostel within Nagaland will use only the Hostel Forms issued by the concerned department. Misuse of Hostel forms by Warden/Proprietor will lead to cancellation of Hostel registration.

11. Instruction for Income Certificate.

- i. Employed parents / guardians whose annual income from all sources that does not exceed Rs. 2,50,000/- (rupees two lakh fifty thousand) can use the format given in ***Annexure-I.***
- ii. Self Employed or unemployed parents / guardians whose annual income from all sources does not exceed Rs. 2,50,000/- (rupees two lakh fifty thousand) can use the format given in ***Annexure-II.***

OR

- iii. Students Can also use ***Annexure-III*** i.e. a non-judicial paper of Rs.20/-

**Guidelines for Institutions.**

1. **Institutions should ensure that applicants of this Scheme submit the print out copy of online application along with all required documents including Hostel forms (for hostellers) failing which, their details should not be entered in Annexure IV.**
2. Institutions are cautioned that, in case of detection of duplication in the ***Annexure IV*** format, action will be taken against such institutions.
3. **It is mandatory for all institutions within Nagaland to submit *Annexure IV* format (both hard and soft copies) to the Directorate of Higher Education within the stipulated time as mentioned above in the N.B.**
4. **Institutions failing to submit *Annexure IV* format within the stipulated time shall be treated as nil report. Such institutions shall be held responsible for non receipt of Scholarship by their students.**
5. The Head of Institutions should check the occupation and Annual Income of the parents/guardians from the admission records before forwarding the ***Annexure IV.***
6. The Annual Income of the student's parents/guardians from all sources should not exceed Rs. 2.50 lakh (Rupees Two lakh Fifty Thousand).

Sd/-

Director

Directorate of Higher Education

Nagaland, Kohima

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