

Instruction for filling up Online Application Form for Scholarship of the Department of University & Higher Education, Manipur

Please read the instruction before filling up your online application form.

STEP 1:

New User Registration.

Students applying for scholarship should first register (sign up for new account).

In the website <http://highereducationmanipur.gov.in/ViewScholars.aspx>

Choose Online Application “State Merit Scholarship” or “N.E.C Stipend”

Click **Sign up for new account**.

- (a) Select Scholarship type.
- (b) Select “Apply For” (whether Fresh or Renewal).
- (c) Unique User ID.
- (d) Set your Password according to the password policy listed therein.
(include one Capital Letter, one Numeric in your password).
- (e) Give your name and address.
- (f) Click Sign Up.

** Remember your user id and password for future reference.*

After successful registration, student can now login to their account.

STEP 2:

Before filling application form, please **Scan and Save** the following documents as separate files.

The same needs to be uploaded as required during the “Online Application Process”.

For State Merit Scholarship (Fresh Graduate)

Sl.No	Name of Document	Type	Maximum Size
1	Passport size Photograph dimension (120x130)	JPEG	80 kb
2	Class XII Mark sheet	JPEG	300 kb
3	Aadhaar Card	JPEG	300 kb
4	Income Certificate	JPEG	300 kb
5	OBC/SC/ST Certificate	JPEG	300 Kb
6	Admission receipt for admission to the next higher class	JPEG	300 kb

For State Merit Scholarship (Fresh Post Graduate)

Sl.No	Name of Document	Type	Maximum Size
1	Passport size Photograph dimension (120x130)	JPEG	80 kb
2	Graduate Mark sheet	JPEG	300 kb
3	Aadhaar Card	JPEG	300 kb
4	Income Certificate	JPEG	300 kb
5	OBC/SC/ST Certificate	JPEG	300 Kb
6	Admission receipt for admission to the next higher class	JPEG	300 kb

For State Merit Scholarship (Renewal)

Sl.No	Name of Document	Type	Maximum Size
1	Progress Report/Mark sheet	JPEG	300 kb
2	Authorization Letter from the Bank	JPEG	300 kb
3	Front Page of Bank PassBook (Name & Account No. clearly indicated)	JPEG	300 kb
4	Admission receipt for admission to the next higher class	JPEG	300 kb

For North Eastern Council Stipend (FRESH)

Sl.No	Name of Document	Type	Maximum Size
1	Passport size Photograph dimension (120x130)	JPEG	80 kb
2	Mark sheet	JPEG	300 kb
3	Permanent Residence Certificate / ST/SC Certificate	JPEG	300 kb
4	Recognition Letter or Certificate from AICTE or Equivalent	JPEG	300 kb
5	Recommendation by Head of the Institute	JPEG	300 kb
6	Aadhaar Card	JPEG	300 kb
7	Admission receipt for admission to the next higher class	JPEG	300 kb

For North Eastern Council Stipend (RENEWAL)

Sl.No	Name of Document	Type	Maximum Size
1	Passport size Photograph dimension (120x130)	JPEG	80 kb
2	Mark sheet / Progress Report	JPEG	300 kb
3	Recommendation from Institution	JPEG	300 kb
4	Authorization Letter from the Bank	JPEG	300 kb
5	Front Page of Bank PassBook (Name & Account No. clearly indicated)	JPEG	300 kb
6	Admission receipt for admission to the next higher class	JPEG	300 kb

- **Please ensure that the scanned document files listed above are legible and readable.**
- **Selected Fresh candidates will need to upload :**
 - (a) Authorization Letter from the Bank
 - (b) Front Page of Bank PassBook (Name & Account No. clearly indicated)

Signin <http://highereducationmanipur.gov.in/ViewScholars.aspx>

- **After successful online form submission, Print out copy of the application form duly signed by the Head of the Institution should be submitted /uploaded online.**