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Pracipal
Prasanta Chandra Mahalanobis Mahavidyaaya
111/3, B. T. Road, Kolkata-108





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GOVERNMENT SCHOLARSHIPS

SESSION: 2018-19-2022-23

Prasanta Chandra Mahalanobis Mahavidyaaya
111/3, B. T. Road, Kolkata-108





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Swami Vivekananda Merit cum Means Scholarship:

Prasanta Chandra Mahalanobis Mahavidyaaya
111/3, B. T. Road, Kolkata-108



(Accredited by NAAC)

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Swami Vivekananda Merit Cum Means Scholarship:

To support meritorious students from economically disadvantaged families in West Bengal in pursuing higher education, the Government of West Bengal has introduced the Swami Vivekananda Merit Cum Means Scholarship Scheme.

Overview of the Scholarship:

The upper ceiling for family income has been fixed at Rs.2, 50,000/- per annum.

The scholarship opportunities offered by various directorates in West Bengal, focusing on eligibility criteria and the corresponding scholarship amounts:

Michigan Company (Control of Control of Cont

Directorate of Public Instruction (DPI)

Course	Eligibility Criteria	Scholarship Per Month (RS)
UG (ARTS)	At least 60% marks in Last Qualifying Exam	1000/-
UG (COMMERCE)	At least 60% marks in Last Qualifying Exam	1000/-
UG (SCIENCE)	At least 60% marks in Last Qualifying Exam	1500/-
UG (OTHER PROFESSIONAL COURSES, UGC APPROVED)	At least 60% marks in Last Qualifying Exam	1500/-
PG (ARTS)	At least 53% marks for SVMCM and 45% for Kanyashree applicants in Last Qualifying Exam	2000/-
PG (COMMERCE)	At least 53% marks for SVMCM and 45% for Kanyashree applicants in Last Qualifying Exam	2000/-
PG (SCIENCE)	At least 53% marks for SVMCM and 45% for Kanyashree applicants in Last Qualifying Exam	2500/-
PG (OTHER PROFESSIONAL COURSES, UGC APPROVED)	At least 53% marks in Last Qualifying Exam	2500/-
NON-NET M.PHIL./NON-NET PH.D.	Date of Enrolment/Date of Registration not before 01.04.2017	5000/- & 8000/-

Directorate of School Education (DSE)

Course	Eligibility Criteria	Scholarship Per Month (RS)
HS	At least 60% marks in Last Qualifying Exam	1000/-
D.El.Ed	At least 60% marks in Last Qualifying Exam (Minimum Qualification H.S)	1000/-

Directorate of Technical Education (DTE)

Course	Eligibility Criteria	Scholarship Per Month (RS)
AND OTHER PROFESSIONAL COURSES (AICTE	UG: 1. 60% 2. 60% in Diploma Course from WBSCT&VE&SD for lateral entry scheme. PG: 55% in Graduation from any State University/AICTE-Approved institute in West Bengal	5000/-

Directorate of Technical Education & Training (DTE&T)

Exam

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Course	Eligibility Criteria	Scholarship Per Month (RS)
POLYTECHNIC (DIPLOMA COURSES)	At least 60% marks in Last Qualifying Exam	1500/-
Directorate of Medical Educ	ation (DME)	
Course	Eligibility Criteria	Scholarship Per Month (RS)
UG (MEDICAL DEGREE)	At least 60% marks in Last Qualifying	5000/-

Providing bank details, including account number, bank name, and IFSC code, is mandatory as payments will be made through direct beneficiary transfer only.

At least 60% marks in Last Qualifying 1500/-

For further details regarding the **Swami Vivekananda Merit Cum Means Scholarship visit the website:** https://svmcm.wbhed.gov.in/page/about.php

Help Desk of the College:

Surojit Chowdhury

DIPLOMA COURSES

Contact No: 9062939864



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Oasis Scholarship for SC/ST/OBC Students:

The Oasis scholarship, spearheaded by the Department of Tribal Development and the Backward Classes Welfare Department in West Bengal, aims to facilitate educational pursuits for students belonging to SC/ST and OBC categories. This scholarship is specifically tailored for residents of West Bengal, providing crucial financial support to eligible candidates. Applications for the WB Oasis scholarship is processed online via the official portal, ensuring accessibility and ease of application.

In addition to the Oasis scholarship, the West Bengal government offers a spectrum of other scholarships aimed at various groups, including minorities, meritorious students, and others. These initiatives underscore the government's commitment to promoting education by removing financial barriers and fostering inclusive growth across the state. Each scholarship program is designed to cater to specific educational levels and criteria, thereby empowering deserving students to achieve their academic aspirations and contribute effectively to society.

Overall, these scholarships reflect the state's proactive approach towards enhancing educational opportunities and socio-economic development, ensuring that no deserving student is left behind due to financial constraints.

Overview of the Scholarship:

The Oasis scholarship in West Bengal, administered by the Department of Tribal Development and the Backward Classes Welfare Department, is designed to empower underprivileged students from SC/ST and OBC categories to pursue higher education. Here are the eligibility criteria for both pre-matric and post-matric schemes:

Pre-Matric Oasis Scholarship:

- This scholarship is available to students belonging to the SC or ST category.
- Eligible students are those studying in Class IX and Class X.
- The annual family income should not exceed INR 2,00,000.

Post-Matric Oasis Scholarship:

- This scholarship is open to students from SC/ST and OBC categories.
- Eligible candidates include students from Class XI up to the postgraduate level.
- For SC/ST students, the family income limit is INR 2,50,000 per annum.
- For OBC category students, the family income limit is INR 1,00,000 per annum.

The objective of the Oasis scholarship is to encourage and support deserving students in their pursuit of higher education, thereby promoting socio-economic empowerment and inclusive growth within the state of West Bengal. The selected candidates, who are both day scholars and hostellers, receive the Oasis scholarship amount.

Providing bank details, including account number, bank name, and IFSC code, is mandatory as payments will be made through direct beneficiary transfer only.

For further details regarding the Oasis Scholarship for SC/ST/OBC Students visit the website: https://oasis.gov.in/

Help Desk of the College:

Surojit Chowdhury

Contact No: 90629398



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Kanyashree Prakalpa:

Under the Prohibition of Child Marriage Act, 2006 (PCMA), 18 is the legal age of marriage for girls, and 21 for boys in India. Despite several years of this Act being in existence, the early marriage of children continues to be practiced in West Bengal. According to DLHS -3, 2007-08, the state ranked fifth highest in the country when it came to the prevalence of child marriage, with almost every second girl a child bride (54.7%). Although more pervasive in rural areas, statistics revealed than even in non-slum areas of Kolkata, more than a quarter of girls are married before they reach adulthood.

Child marriage is a gendered practice, affecting far more girls than boys. It is perhaps the most prevalent form of sexual abuse of minor girls, and has a negative impact on their health and the health of their children, leaves them financially and socially disempowered, and vulnerable to child labour, trafficking and other forms of exploitation. In fact, the districts with the highest incidence of child marriage in West Bengal are also those where trafficking is rampant.

Child marriage and school drop-outs go hand in hand. In West Bengal, attendance of girls in school drops from 85% in the age-group 6-10 years to a mere 33% in the age group 15-17 years (NFHS III, 2005-06). After the implementation of free and universal elementary education in India, progress in enrollment and completion of elementary school has been noticed, however, the transition from elementary to secondary school remains a concern. Secondary education is not free, and many impoverished parents, failing to see the economic rationale for investing in their daughter's education, marry them off at this age in the belief that this will enhance the girls and the family's security. This step however, condemns the girls to a life of financial and social insecurity. Field studies show that most women have to take up some economic activity in later years, and that their lack of qualifications and work experience makes them ill-equipped for the

labour market, and therefore susceptible to poverty and exploitation throughout life. As a result, poverty, a factor that fuels child marriage, in turn perpetuates the feminization of poverty.

After the enactment of the PCMA 2006, the Department of Women Development and Social Welfare and Child Development (DWD) implemented anti-child marriage campaigns spreading the message of prevention, and endorsing enforcement of the law and its penal provisions for adults aiding and abetting child marriage. However, it quickly became evident that legal prohibition and social messaging are largely ineffective in addressing child marriage. For one, India's multiplicity of formal and religious laws complicates the issue of what constitutes the appropriate age of marriage for girls. Secondly, because the practice is ascribed to time-honoured tradition and is justified from a patriarchal perspective as essential for protection of girls from the evils of society, eradicating it requires tangible drivers of social change that can transform victims made vulnerable by their age and gender into actors determining their own lives.

Kanyashree Prakalpa seeks to improve the status and wellbeing of girls, specifically those from socio-economically disadvantaged families through Conditional Cash Transfers by:

- Incentivizing them to continue in education for a longer period of time, and complete secondary or higher secondary education, or equivalent in technical or vocational steams, thereby giving them a better footing in both the economic and social spheres.
- ➤ Disincentivising marriage till at least the age of 18, the legal age of marriage, thereby reducing the risks of early pregnancies, associated risks of maternal and child mortality, and other debilitating health conditions, including those of malnutrition.
- ➤ It was also decided that the Scheme should confer more than just monetary support; it should be a means of financial inclusion and a tool of empowerment for adolescent girls. The schemes benefits are therefore paid directly to bank accounts in the girl's names, leaving the decision of utilization of the money in their hands.
- ➤ To reinforce the positive impact of increased education and delayed marriages, the scheme also works to enhance the social power and self-esteem of girls through a targeted behaviour change communication strategy. The communication strategy not only builds awareness of the scheme, but includes adolescent-friendly approaches like events,

competitions and Kanyashree clubs, and the endorsement of strong women figures as role models to promote social and psychological empowerment.

As more and more girls remain in school, it is envisaged that they will use the opportunity to gain skills and knowledge that will help them become economically independent. Even if girls do get married soon after they turn 18, it is expected that their education and enhanced social and emotional development will give them a better foundation for in their adult lives. Over time, as entire generations of women enter marriages only after they have some degree of economic independence, it is expected that the practice of child marriage is completely eradicated, and women will attain their right to health, education and socio-economic equality.

Kanyashree's core objectives are simple and focussed: it aims to ensure that girls stay in school and delay their marriages till at least age 18. Kanyashree's approach is also simple: it uses a social safety net mechanism that has shown a high degree of success in transforming the lives of children and adolescents in several countries in the world: Conditional Cash Transfers.

Scholarship Rates are as follows:

The scheme has two cash transfer components:

- The first is an Annual incentive of Rs. 1000/- to be paid annually to the girls in the age group 13 to 18 years (studying in Class VIII equivalent or above for every year that they remained in education, provided they are unmarried at the time.
- The second is a One-Time Grant of Rs. 25,000/-, to be paid after a girl turns 18, provided that she was engaged in an academic or occupational pursuit and was unmarried.

Providing bank details, including account number, bank name, and IFSC code, is mandatory as payments will be made through direct beneficiary transfer only.

For further details regarding the **Kanyashree Prakalpa visit the website:** https://www.wbkanyashree.gov.in/kp_4.0/kp_conditional.php

Help Desk of the College:

Surojit Chowdhury

Contact No: 9062939864

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Principal
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Aikyashree Prakalpa:

Aikyashree scholarship is post-matric scholarship that is aimed to encourage students to continue higher education. The scholarship is targeted for minority students to provide financial aid for their socio-economic and educational mobility. The eligibility criteria for receiving such scholarships are as per The Kolkata Gazettee of Government of West Bengal dated 20/6/2019 no. 1203-MD.

- 1. Applicant must be a domicile of West Bengal.
- 2. Must be studying in a school/institution recognized by an educational Board/council/ University of the state/central government.
- 3. Must have secured not less than 50% marks or equivalent grade in the previous final examination.
- 4. The annual family income should not exceed Rs.2 lakh.

The scholarship amount is Rs.6600 that includes admission fee and tution fees (Rs. 3300) and maintenance fees (Rs. 3300) respectively.

Students are to apply through online portal after verifications by the nodal teacher of the institution. Selection will be made as per eligibility criteria and the disbursement will be made through direct bank transfer.

Providing bank details, including account number, bank name, and IFSC code, is mandatory as payments will be made through direct beneficiary transfer only.

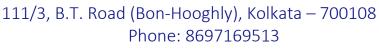
For further details regarding the **Aikyashree Prakalpa visit the website:** https://www.wbmdfcsholarship.in.

Help Desk of the College:

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INSTITUTIONAL SCHOLARSHIPS & FREESHIPS

SESSION: 2018-19-2022-23

Prasanta Chandra Mahalanobis Mahavidyaaya
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Website: www.pcmm

Students- Aid Fund

Since the inception of the college, the college has collected Student Aid Fund at the time of admission to provide financial support to needy students. The Student Aid Fund is typically a financial resource set up to provide support and assistance to students who need financial help to pursue their education.

Students-Welfare Fund

A student welfare fund in a college provides financial assistance to students in need, covering expenses such as tuition, books, housing, and emergencies to support their education and well-being.

Students' Aid Sanction Committee:

Principal

Secretary Faculty Council

Teachers' representatives (Department wise- to know about the student)

Students' representative

Head clerk/Accountant

All students are registered with the Students' Health Home, where they receive medical assistance when needed.

During the pandemic, we considered and sanctioned help to all the applicants. During the academic session 2020-21 and 2021-22, other fees (except monthly tuition fees set by the Department of Higher Education, Government of West Bengal) were halved to provide help for all the students.

TEACHERS (FACULTY) COUNCIL FUND:

Over the years, certain students have received assistance from the Faculty/Teachers' Council fund as well. During the pandemic, the teachers contributed lumpsum amounts to this Faculty Council Fund and opened a separate Bank Account to provide financial support to the students.

Process:

A proper Notice is given to the students to apply for financial help in a prescribed format (provided by the college) with necessary documents and parents'/guardians' income proof.

A committee consisting of the following members analyse the applications and a unanimous decision is taken to sanction the amount. The sanctioned amount is either adjusted with the admission fees of the semesters or sent to their respective accounts if they apply after paying the fees by taking refundable help from outside sources.

The sanctioned amount of the Student Aid Fund is approved in the meeting of the Finance Committee and approved by the Governing Body, except for help provided by the Faculty Council Fund which is approved in the AGM of the Faculty Council.

Besides this, in a few cases, financial help is provided to meritorious and needy students after judging his/her application and getting duly approved in the meeting of the Governing Body.

The main motto of this Policy is that students are not dropped out from the course of study due to their Financial Crisis

GUIDELINES

With a view to assisting the meritorious students belonging to economically backward families in the State of West Bengal to pursue higher studies, the Government of West Bengal introduces this scheme of giving scholarships at different levels of higher studies, at educational institutions based in West Bengal. The Swami Vivekananda Merit Cum Means Scholarship Scheme has been thoroughly revamped in the year 2016 to cover more number of students as well as to enhance the scholarship amounts significantly...

Scope

- The scheme benefits students studying in regular mode of Class XI and XII, and at under Graduate level in Science/Arts/Commerce, Engineering, Medical and Technical / Professional courses. Post Graduate level students pursuing Science/Arts/Commerce & Technical/Management. These scholarships will be sanctioned to deserving students on merit-cum-means criteria.
- Students should pass in the year 2023 or 2022 or 2021 (unable to get admission in the year 2022 or 2021 due to unavoidable reason and taking admission in the year of advertisement) with at least (a)60%(75% for 2020 passout candidates) marks in aggregate in the last qualifying examination from West Bengal Board of Secondary Education/West Bengal Council for Higher Secondary Education/Madrasa Education for Higher Secondary level or Under Graduate level Scholarship (b) 60%(75% for 2020 passout candidates) marks in aggregate in diploma course from Institutes approved by AICTE and affiliated to WBSCT&VE&SD for Under Graduate level Scholarship (in 2nd year Engineering/Technology/Pharmacy courses through Lateral Entry) or affiliated by State Medical Faculty for Under Graduate level Scholarship (in 2nd year Pharmacy course through Lateral Entry) (c) 53% marks in aggregate in Graduation (Honours Subject) from any State University for Post Graduate Level Scholarship (General Education) /55% marks in Graduate Courses from any State University or AICTE approved Institute of West Bengal for Post Graduate Level Scholarship (Engineering/Technology/Pharmacy).
- Students pursuing M.Phil courses and Doctoral courses (NON-NET JUNIOR RESEARCH FELLOW and NET-LECTURERSHIP) from State-aided Institutions will come under the purview of this Scholarship Scheme.
- Girls Students pursuing Post Graduate courses in Science, Arts and Commerce stream from Universities of this State after obtaining Under Graduate Degree with

45% marks in aggregate from Institutions of this State will come under the aegis of this Scholarship Scheme as Kanyashree(K3) applicants.

As the payment will be made by direct beneficiary transfer only, furnishing of Bank details of the applicant, i.e. A/C No., Bank Name, IFS Code of

The upper ceiling for family income has been fixed at Rs.2,50,000/- per annum.

- Bank is mandatory. There will be no need to submit hard copy of the application.
- Candidates opting for these scholarships and found eligible, will not be allowed to enjoy any other governmental (central/state) scholarship or stipend for the same course/stage of study. However, one time grants or assistances received from any source, or free or partly-free studentship allowed by the host institutions will not debar the students from availing of the benefits of this scheme.

The basic allocation and rates will be as under:

ALLOCATION AND RATE OF SCHOLARSHIP

DIRECTORATE	COURSE	Eligibility Criteria	SCHOLARSHIP RATE PER MONTH (RS.)
	UG (ARTS)	At least 60% marks in Last Qualifying Exam	1000/-
	UG(COMMERCE)	At least 60% marks in Last Qualifying Exam	1000/-
	UG (SCIENCE)	At least 60% marks in Last Qualifying Exam	1500/-
	UG (OTHER PROFESSIONAL COURSES, UGC APPROVED)	At least 60% marks in Last Qualifying Exam	1500/-
	PG (ARTS)	At least 53% marks for SVMCM and 45% for Kanyashree(K3 applicants in Last Qualifying Exam	2000/-
DPI	PG (COMMERCE)	At least 53% marks for SVMCM and 45% for Kanyashree(K3 applicants in Last Qualifying Exam	2000/-
	PG (SCIENCE)	At least 53% marks for SVMCM and 45% for Kanyashree(K3 applicants in Last Qualifying Exam	2500/-
	PG (OTHER PROFESSIONAL COURSES, UGC APPROVED)	At least 53% marks in Last Qualifying Exam	2500/-
	NON NET M.PHIL./NON NET PH.D.	Date of Enrolment/Date of Registration not before 01.04.2017	5000/- / 8000/- Respective
	HS	At least 60% marks in Last Qualifying Exam	1000/-
DSE	D.El.Ed	At least 60% marks in Last Qualifying Exam(Minimum Qualification H.S)	1000/-
DTE	UG (ENGG.), PG (ENGG.) AND OTHER PROFESSIONAL COURSES (AICTE APPROVED)	UG: 1. 60% 2. 60% in Diploma Course from WBSCT&VE&SD for lateral entry scheme. PG: 55% in Graduation from any State University/AICTE approved institute institute in West Bengal	5000/-
DTE&T	POLYTECHNIC (DIPLOMA COURSES)	At least 60% marks in Last Qualifying Exam	1500/-
B	Us western property the state sales and		5000/- AND 1500/-

MEANS JUDGING CRITERIA The total family income for the prospective scholars will be not more than Rs. 2,50,000/- per annum.

DME

Any deliberate falsification in the Income documents discovered at any stage will be considered as a grievous offence and may invite serious disciplinary actions leading

UG (MEDICAL-DEGREE) AND DIPLOMA COURSES

to (i) compulsory and immediate refund of the amount of scholarship already enjoyed by the scholar, (ii) complete forfeiture of his/her right to apply for any governmental scholarship in future and (iii) may also attract penal provisions of other relevant laws for the time being in force.

At least 60% marks in Last Qualifying Exam

RESPECTIVELY

Candidates whose family income is not more than Rs. 2,50,000/- per annum will be judged according to their academic merit in the under noted manner.

MERIT JUDGING CRITERIA

For HS - level:

The minimum qualifying marks for being considered for award of scholarships will be 60% in aggregate, in Madhyamik Pariksha, and the total marks obtained in the

Madhyamik Parkisha excluding pass marks in the additional subject, if any, will be the sole criterion for consideration. Candidates from outside the West Bengal Board of Secondary Education will not be eligible to apply for this scholarship. For Diploma Courses (Polytechnic under DTE&T) - level: Students who are enrolled after passing-out in Secondary (M.P.) Examination or its equivalent as stated above in 2022 for first year Diploma (Polytechnic) courses [H.S.

Examination or its Equivalent for Diploma in 1) Pharmacy, 2) Modern Office Practice & Management and 3) 3-D Animations & Graphics of 2 year duration] and after

passing-out H.S./ equivalent Examination or ITI 2 years for 2nd year Diploma (Polytechnic) courses on lateral entry basis, will be eligible to apply. Candidates must obtain at least 60% marks in aggregate in the qualifying examination [excluding the marks secured in the optional elective subject, if any]. The Diploma (Polytechnic) courses of the State have to be approved by All India Council for Technical Education (AICTE) / Pharmacy Council of India (PCI) / Council of

Architecture (CoA) and affiliated to West Bengal State Council of Technical & Vocational Education & Skill Development (WBSCT&VE&SD), a Statutory Body under the Department of Technical Education, Training & Skill Development, Government of West Bengal. For UG - level:

The minimum qualifying marks for being considered for award of scholarships will be 60% in aggregate, in the H.S. Examination conducted by the W.B. Council of H.S.

Education/Madrasha Siksha Parishad. For the UG (Arts), UG (Commerce), UG (Science) separate merit lists will be prepared. For PG - level: Candidates should be graduates securing at least 53% marks in the Honours subject at the graduation level. The marks obtained in Honours subject will be the only

deciding criterion academically for award of the PG-level scholarships. Kanyashree recipients (K-2) (married/unmarried) pursuing Post Graduate courses in Science, Arts

and Commerce stream from Universities of this State after obtaining Under Graduate Degree with 45% marks in aggregate from Institutions of this State will come under the aegis of this Scholarship Scheme. There is no need to submit Income Certificate and Income Affidavit in respect of Kanyashree students applying for K-3 scholarship under Swami Vivekananda Merit-cum-Means Scholarship Scheme. For PG - level: Candidates should be graduates securing at least 53% marks in the Honours subject at the graduation level. The marks obtained in Honours subject will be the only

deciding criterion academically for award of the PG-level scholarships. Kanyashree recipients (K-2) (married/unmarried) pursuing Post Graduate courses in Science, Arts

and Commerce stream from Universities of this State after obtaining Under Graduate Degree with 45% marks in aggregate from Institutions of this State will come under the aegis of this Scholarship Scheme. There is no need to submit Income Certificate and Income Affidavit in respect of Kanyashree students applying for K-3 scholarship under Swami Vivekananda Merit-cum-Means Scholarship Scheme. For Research Level: The financial assistance will be admissible to those non-NET candidates and NET-LS candidates registered as full time M.Phil. or Ph.D. research scholars as on 01/04/2017

or on a date thereafler, with effect from 01/04/2017 and (subject to the overall time limit of two years for M.Phil. and four years for Ph.D.) up till the day of submission of the Dissertation and no further. Further, NET-LS scholars shall stop receiving the assistance from the day they are appointed as teachers and it shall be their duty to inform the University authorities of the same, and the same shall be informed forthwith to this Department. APPLICATION AND SANCTION PROCEDURES

Candidates for different categories will submit their applications online in the scholarship portal and applications i.r.o scholarship cases would be arranged in

descending order (on the basis of marks obtained in the qualifying examination apart from income/means criteria), and scholarship would be sanctioned as per the availability of fund and strictly on the basis of the merit list. fund may be transferred to the beneficiaries account if the documents are in order. For failed transaction of scholarship money, the last date of correction at respective Directorate end is 30th June of each year for the previous financial year failed

transaction as per IFMS norms. RENEWAL OF SCHOLARSHIP For renewal of scholarship, application must be submitted online to the concerned scholarship sanctioning authority within one month from the date of his/her

admission in the next higher class due to promotion by passing in the first attempt (In case of Semester mode-All Semester Examinations need to be cleared in the first attempt). Renewal cases (concentrated only at a particular level of study) will be sanctioned subject to good academic performance (Minimum 60% marks should be

obtained from Higher Secondary Level to Undergraduate Level(combining both semester) at the promotional examination) and 50% marks (combining both semester) at Post Graduate Level.

DIRECTIONS FOR RENEWAL OF SVMCM SCHOLARSHIP OF GENERAL DEGREE/POST GRADUATE DEGREE STUDENTS UNDER DIRECTORATE OF PUBLIC

INSTRUCTIONS:

1st Renewal: Submission of SEM 1 and SEM 2 Marksheet required 2nd Renewal: Submission of SEM 3 and SEM 4 Marksheet required

DIRECTIONS FOR RENEWAL OF SVMCM SCHOLARSHIP OF MBBS STUDENTS

1st Renewal: With submission of 1st MBBS marksheet

2nd Renewal: 2nd Prof MBBS marksheet will need to be furnished for the 2nd renewal in the following year.

3rd And Final Renewal: 3rd Prof Part 1 MBBS marksheet will need to be furnished for the 3rd and final renewal in the following year.

OASIS SCHOLARSHIP WEST BENGAL FOR SC/ST/OBC STUDENTS

Oasis scholarship initiated by the Department of Tribal Development and the Backward Classes Welfare Department of West Bengal enables students from the SC/ST and OBC categories to pursue their education. The scholarship is exclusively available to West Bengal domiciles. The candidates can apply for the WB Oasis scholarship online through the official portal. Besides Oasis scholarship, the West Bengal government provides other scholarships for minorities, merit students and others.

Oasis Scholarship West Bengal Quick Overview:

Scholarship Name	OASIS SCHOLARSHIP	
Provided by	The Government of West Bengal, Backward classes welfare department.	
Scholarship Type	Pre-matric and Post-matric.	
Who can Apply	Only SC, ST and OBC Categories students of the West Bengal state can apply.	
Official Website	oasis.gov.in	

Oasis Scholarship List

The candidates belonging to the SC/ST and OBC categories can apply for the prematric and post-matric Oasis scholarships. The list of WB Oasis scholarship 2021 is as follows:

- 1. Pre-matric scholarship for SC students
- 2. Pre-matric scholarship for ST students
- 3. Oasis post matric scholarship for SC/ST students
- 4. Oasis post matric scholarship for OBC students

Oasis Scholarship Eligibility Criteria

The West Bengal domiciles who meet the requirements can apply to the Oasis scholarship. The objective is to motivate underprivileged children aspiring to study higher. Listed below are the Oasis scholarship eligibility criteria for pre-matric and post-matric schemes.

Pre-Matric Oasis Scholarship

The Oasis scholarship West Bengal offers scholarship opportunities to the ST and ST category students. They should fulfil the following requirements:

- They should belong to the SC or ST category.
- Students of **class IX** and **class X** can apply to the Oasis scholarship.
- The family income should not exceed **INR 2,00,000** per annum.

Post-Matric Oasis Scholarship

The candidates from SC/ST and OBC categories studying class XI and above can apply to the post-matric Oasis scholarship. The eligibility criteria are as follows:

- They should belong to the **SC/ST** or **OBC** category.
- Students of **class XI** to **postgraduate** level can apply to the Oasis scholarship.
- The family income of the SC/ST students should not exceed INR 2,50,000 per annum.
- The family income of the **OBC** category students should not exceed **INR** 1,00,000 per annum.

Oasis Scholarship Rewards

The students from the SC/ST and OBC categories benefit from the Oasis government scholarship schemes. The selected candidates, who are both day scholars and hostellers, receive the Oasis scholarship amount.

How to Apply for Oasis Scholarship?

The candidates can obtain the Oasis online application for the scholarship through the Oasis scholarship official website. The first time applicants should register themselves on the portal. Upon registration, they will receive the Oasis login scholarship credentials. The candidates can apply for their desired scholarship using the credentials. Students who want to renew the Oasis West Bengal scholarship form need not register again.

How to Register for Oasis Scholarship?

The candidates should register by selecting the location of their permanent address and providing few details. The steps for Oasis scholarship new registration are as follows:

Step 1 - The candidates should visit the official West Bengal Oasis scholarship portal.

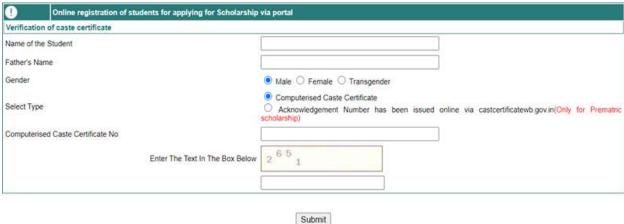
Step 2 - They should click on the **student's registration** tab.



Step 3 - Next, they should choose their location in West Bengal.

For Officials:- Choose your concerned district	
NORTH 24 PARGANAS	PASCHIM MEDINIPUR
PURBA MEDINIPUR	• PURULIA
HOWRAH	 JALPAIGURI
SOUTH 24 PARGANAS	 COOCHBIHAR
NADIA	UTTAR DINAJPUR
MURSHIDABAD	 DAKSHIN DINAJPUR
PURBA BARDHAMAN	• MALDAH
BIRBHUM	• KOLKATA
BANKURA	GTA DARJEELING
HOOGHLY	 SILIGURI DARJEELING
ALIPURDUAR	 PASCHIM BARDHAMAN
KALIMPONG	JHARGRAM

Step 4 - The candidates should fill in the Oasis student scholarship details and click the submit button.



- **Step 5** The candidates can view their registration details on the screen.
- **Step 6** They should save the Oasis login scholarship credentials and not share the details with anybody.

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Department of Women Development and Social Welfare Government of West Bengal

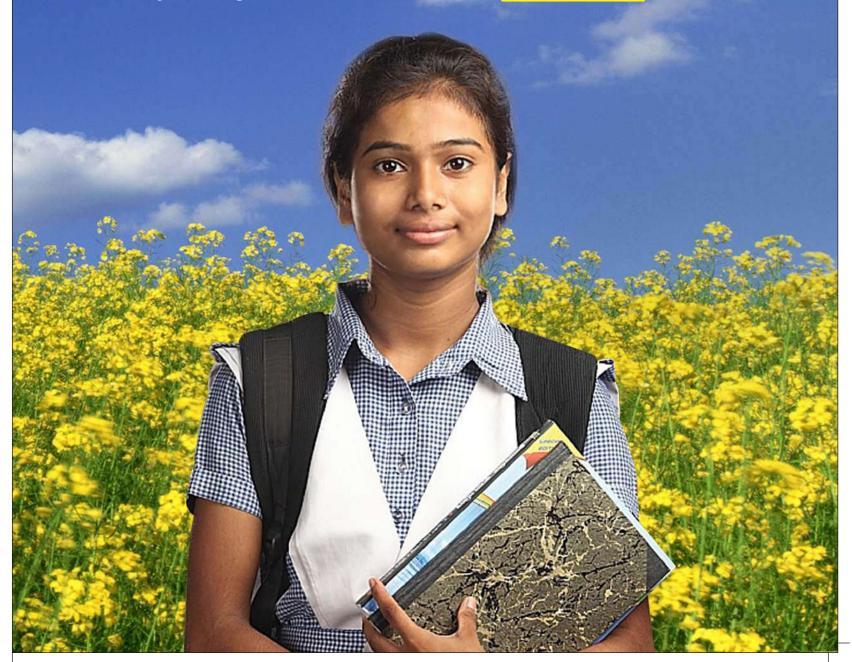


KANYASHREE PRAKALPA

IMPLEMENTATION GUIDELINES

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Version 2.0



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ABBREVIATIONS

APIP Annual Programme Implementation Plan

CCT Conditional Cash Transfers

CLRC Circle Level Resource Centre

DBT Direct Bank Transfers

DLHS 3 2007-08 District-Level Household Survey 3 (2007-08)

DLHS 4 2012-13 District-Level Household Survey 4 (2012-13)

DPMU District Project Management Unit

DWD Department of Women Development & Social Welfare and Child

Development

G2C Government-To-Citizen

GER Gross Enrollment Ratio

GTA Gorkhaland Territorial Area

HOI Head of Institution

IFMS Integrated Financial Management System

MIS Management Information Systems

NER Net Enrollment Ratio

NFHS 3 2005-06 National Family Health Survey 3 (2005-06)

PCMA Prohibition of Child Marriage Act, 2006

PFMS Public Financial Management System

SPMU State Project Management Unit

WBRPSA West Bengal Right to Public Service Act, 2013

COMMONLY USED TERMS

K1 Annual Scholarship component of Kanyashree Prakalpa for girls

between ages 13-18

K2 One-Time Grant component of Kanyashree Prakalpa for girls

between ages 18-19

Renewal Cases of renewal of annual scholarship of girls

Upgradation Cases where girls have received one or more installment of the

Annual Scholarship, and are now eligible to apply for the One-Time Grant as they have turned age 18 and meet other eligibility criteria

Section Introduction



1 SCHEMERATIONALE

1.1 Child marriage - a concern for West Bengal

Under the Prohibition of Child Marriage Act, 2006 (PCMA), 18 is the legal age of marriage for girls, and 21 for boys in India. Despite several years of this Act being in existence, the early marriage of children continues to be practiced in West Bengal.

- According to DLHS -3, 2007-08, the state ranked fifth highest in the country when it came to the
 prevalence of child marriage, with almost every second girl a child bride (54.7%). Although
 more pervasive in rural areas, statistics revealed than even in non-slum areas of Kolkata, more
 than a quarter of girls are married before they reach adulthood.
- According to DLHS-4 2012-13, the percentage of girls aged 18 years currently getting married before 18 years was 32.1% (36.3% in rural areas, and 21.3% in urban areas). Bankura, Murshidabad, Purba Midnapore, Bardhaman, Birbhum, Dakshin Dinajpur, Cooch Behar, Nadia and Purulia were identified as the districts with the highest incidence of child marriage in the state.
- According to the Census 2011, the percentage of women married below the age of 18 is almost 40.24% of its 27.45 million ever-married women, as compared to the national average of 30.21%
- As per Rapid Survey On Children (2013-2014), 44.47% of women aged 20-24 were married before age 18.

1.1.1 Negative Impact of child marriage

Child marriage is a gendered practice, affecting far more girls than boys. It is perhaps the most prevalent form of sexual abuse of minor girls, and has a negative impact on their health, leaves them financially and socially disempowered, and vulnerable to child labour, trafficking and other forms of exploitation. Child marriages and low education levels perpetuate generational cycles of ill-health, illiteracy and poverty, and contribute to the feminization of poverty.

1.1.2 Child marriage and female school dropout

Child marriage leads to girls dropping out of school, which limits their scope of future development. In West Bengal, attendance of girls in school drops from 85% in the age-group 6-10 years to a mere 33% in the age group 15-17 years. (NFHS 3, 2005-06). After the implementation of *Sarva Shiksha Abhiyan* towards universalization of elementary education, significant progress has been noticed among girls, both in terms of enrolment and completion rate at the elementary level.

However, the transition from elementary to secondary school levels remains a concern. The Selected Educational Statistics (2010-11) published by MoHRD, Government of India shows that for the state of West Bengal, the Gross Enrollment Ratio (GER) for girls gradually decrease from 88% at elementary level (VI-VIII) to 59% at high school level (IX-X) and 33.3% at higher secondary level (XI-XII). It means that more girls are leaving school in the adolescent age group. The drop-out rates between Class I-X was found to be as high as 47.9% by the same report.

According to the DISE Flash Statistics 2013-14, while the dropout rate among adolescent boys (6.3%) at the upper primary level is more than that of the girls (4.2%), at the secondary and higher secondary levels more adolescent girls drop out of school. However, at the secondary level this trend is reversed, with nearly of 15% of adolescent boys and 19.4 % of adolescent girls in West Bengal dropping out of school.

Secondary education is not free, and many impoverished parents, failing to see the economic rationale for investing in their daughters education, marry them off at this age in the belief that this will enhance the girls and the families' security. This step however, condemns the girls to a life of financial and social insecurity. Field studies show that most women have to take up some economic activity in later years, and that their lack of qualifications and work experience makes them ill-equipped for the labour market, and therefore susceptible to poverty and exploitation throughout life. As a result, poverty, one of the factors that fuels child marriage, in turn perpetuates the feminization of poverty.

1.1.3 Child and maternal ill-health and mortality

Child marriage is one of the factors which is limiting the progress of maternal and child health and improvements in the nutritional status of children in West Bengal. Child marriages result in early pregnancies, which in turn lead to high maternal and infant deaths, and are also a leading cause for malnutrition among children.

Child marriages result in girls becoming mothers at an age when they are not out of childhood themselves: of all teenage girls aged 15 – 19 in West Bengal, one-fourth are already mothers or pregnant at the time of the survey, a percentage that is much higher than the national average (16%) and also higher than all other Indian states except Jharkhand (NFHS-3 2005-06).

1.1.4 Child marriage and trafficking

Child marriage is one of the lures used by human exploitation rackets to entice poor parents to part with young girls. Although it is not possible to disaggregate data on children who have gone missing because of child marriages arranged by fraudulent means, it is significant to note that the districts which rank the highest amongst all districts for child marriages, namely, Murshidabad and Malda, are also considered the most vulnerable to trafficking.

1.2 Challenges in child marriage prevention

After the enactment of the PCMA 2006, the Department of Women Development and Social Welfare and Child Development (DWD) implemented anti-child marriage campaigns spreading the message of prevention, and endorsing enforcement of the law and its penal provisions for adults aiding and abetting child marriage.

However it quickly became evident that legal prohibition and social messaging are largely ineffective in addressing child marriage. For one, India's multiplicity of formal and religious laws complicates the issue of what constitutes the 'appropriate' age of marriage for girls. Secondly, the practice is ascribed to time-honoured tradition and is justified from a patriarchal perspective as essential for protection of girls from the 'evils of society'. Therefore eradicating it requires tangible drivers of social change that can transform victims, made vulnerable by their age and gender, into actors determining their own lives.

1.3 Scheme Design

Kanyashree Prakalpa is a Conditional Cash Transfer (CCT) Scheme that concentrates on girls currently most at-risk for dropping out of school and for child marriage: adolescents between the ages of 13 and 18. The CCT component of the scheme is supported by a multipronged communication strategy addressing key stakeholders' attitudes and practices towards female adolescents in families and communities and other key stakeholders from state to institution levels.

1.3.1 Conditional Cash Transfers

The scheme has two benefit components. The first is a cash benefit to be paid annually to the girls in the target age group for every year that they remain in education, provided they are unmarried at the time. The second benefit is a one-time grant to be paid to a girl between the age of 18 and 19, provided that she is enrolled in an educational institution and is unmarried at that time.

The term 'education' encompasses secondary, higher secondary and higher education, as well as the various vocational, technical and sports courses available for this age group. Girls must be enrolled and regularly attending educational institutions located in West Bengal that are recognized by the government.

To ensure an equity focus, the scheme is open only to girls from families below a certain income ceiling. For girls with special needs, orphans and for girls currently residing in registered Juvenile Justice Homes, this criterion is waived.

Features of Conditional Cash Transfers

By making financial benefits conditional upon the receiver's actions, CCT programs negotiate a behavioural change in an area of developmental concern. In this case, the behavioural areas of concern are the high incidence of child marriage and the low attendance and retention of adolescent girls in education. Kanyashree Prakalpa therefore seeks to empower girls, specifically girls from socio-economically disadvantaged families by:

- Incentivizing them to continue in education for a longer period of time, and complete secondary, higher secondary, higher education, or equivalent in technical, vocational or sports streams, thereby giving them a better footing in both the economic and social spheres.
- Disincentivising marriage till at least the age of 18, the legal age of marriage, thereby reducing the risks of early pregnancies, associated risks of maternal and child mortality, and other debilitating health conditions, including those of malnutrition.
- The Scheme lays the foundation for the financial inclusion of girls by mandating that its financial benefits are paid into bank accounts where the Kanyashree beneficiary herself is the account holder.

1.3.2 Communication Strategy

The Scheme recognizes that while conditional cash transfers address the immediate vulnerability of adolescent girls by keeping them in the protected environs of educational institutions, they will not necessarily change the attitudes of parents, extended families and communities towards girl

children. And unless these attitudes shift, girls who complete their education will return to an environment which still largely associates their lives with the domestic domain, without allowing them to access facets of life beyond family duties, and especially not as economically productive providers for themselves and their families.

To ensure that the scheme's conditional cash transfers go beyond a mere compliance of the PCMA 2006, the Scheme has a communication strategy based on public advocacy and behavior change communication methods designed to bring about changes in attitudes, perceptions and behavior of adolescent girls, their families and other significant stakeholders in their lives.

The Scheme's Communication Strategy is designed to create influence on three levels:

- The cultural-environmental level where, through institutional and mass media, society at large
 is informed of the negative impact of child marriage, the law against child marriage, the options
 offered by Kanyashree Prakalpa and the objectives of the Scheme.
- Inter-personal social influence level, where families, peer groups, community and other immediate social networks that support the education of young girls with the long-term objective of their economic independence, rather than perpetuate the expectation of early marriage for them.
- Intra-Personal Influences create a sense of self, personal capacity and well-being in adolescent girls

1.3.3 Kanyashree Plus

The impact of the Scheme is proposed to be further strengthened through Kanyashree Plus, its graduation strategy. Kanyashree Plus is being designed to ensure stronger inclusion of out-of-school adolescent girls in the Kanyashree CCT component, and facilitation of beneficiaries' transition from secondary education into tertiary education so that they may graduate into sustainable livelihoods and employment. Under consideration are the following activities:

- 1. Reintegration of out-of-school girls into education through non-formal education or bridge education and livelihoods support
- 2. Career counseling and coaching to girls enrolled in Kanyashree starting at age 16
- 3. Life skills education (consisting of rights education, soft skills development, health and nutrition and financial literacy) delivered to girls
- 4. Facilitate each Kanyashree beneficiary's access to tertiary education and employment/ business services, enabled by performance-based contracts with qualified providers
- 5. Conduct outreach and public education activities to parents, caregivers and young men to generate support of young women's socio-economic empowerment

1.4 Coverage

Launched on October 1, 2013, Kanyashree Prakalpa is applicable to the State of West Bengal only. Girls must be resident of the state, and be studying in institutions that are registered in West Bengal and recognized by the government.

Section II

Implementation & Monitoring

Mechanisms

2 CONVERGENCE OF DEPARTMENTS

The Scheme is implemented in a convergent manner by the following Departments of the Government of West Bengal and other organizations in the state:

Department / Organization	Main Responsibilities	
Implementing Department		
Department of Women Development & Social Welfare and Child Development	State, district and sub-divisional / block level functionaries of the department are responsible for leading the programme development, e-governance and management through the State and District Project Management Units and block offices	
Partner Departments		
The Departments of 1. School Education 2. Higher Education 3. Technical Education & Training 4. Minority Affairs and Madrasah Education 5. Sports and Youth Affairs	State, district, block level / sub-divisional and institutional-level functionaries of these departments are responsible for implementing the scheme's programmatic components through their offices and resources, and for ensuring that educational institutions under their respective domains are capacitated in providing high-quality delivery of the scheme's services to its beneficiaries	
Finance Department	Budgetary allocations, financial monitoring, assistance in integration with Integrated Financial Management System (IFMS) and facilitating cash transfers.	
Supporting Departments		
The Departments of 1. Health & Family Welfare 2. Backward Classes Welfare 3. Municipal Affairs 4. Panchayat and Rural Affairs 5. Mass Education 6. Information and Cultural Affairs	Responsible for linking Kanyashree beneficiaries to opportunities and schemes in their respective domains, and for supporting the scheme in their respective domains.	

Department / Organization	Main Responsibilities	
e-Governance Agency		
National Informatics Centre, West Bengal State Center	Assisting the DWD in implementation of end-to- end e-governance mechanisms of the scheme.	
Banking Sector		
State Level Bankers Committee	Responsible for facilitating the financial inclusion of Kanyashree beneficiaries through zerobalance no-frills banking facilities, monitoring direct bank transfers to beneficiaries, and in ensuring that banks provide full and complete customer-friendly services to beneficiaries.	
Lead banks in Districts	Ensure that all eligible Kanyashree applicants are provided with no-frills zero balance accounts through simplified account opening application forms (See Appendix 3) and receive full banking services.	
	Responsible for managing direct fund transfers to beneficiaries based on sanction orders from District Magistrates, and providing fund usage related statements, till alternative systems are put in place.	
Technical Partner		
UNICEF	Proving technical support on several aspects of the scheme, especially in developing communication and capacity building strategy, programme monitoring and evaluation.	

In addition, as and when necessary, the following bodies may be invited to participate in providing support to the Scheme:

Organizations / Agencies	Suggested roles
Corporate houses	Extending CSR funding, employment focused trainings and employment opportunities to Kanyashree beneficiaries
Multilateral agencies	Extending technical support and funding towards programmes and projects that complement or extend Kanyashree's components
NGOs, CBOs and other community based organizations, such as SHGs, microfinance groups etc.	Extending linkages, funding and technical support towards projects and activities that complement or extend Kanyashree's components

3 PROJECT MANAGEMENT UNITS

3.1 State Project Management Unit (SPMU)

The State Project Management Unit will be established under the Department of Women Development and Social Welfare, and will comprise the **following functionaries**, who will be recruited from regular service or consultants on contract:

- 1. State Project Manager
- 2. Deputy Project Manager
- 3. Accounts Officer
- 4. Two Accountants-cum-data managers

Consultants: The SPMU may be supported by consultants employed on a contractual basis, to provide technical support to the design and implementation of the communication and capacity building strategy, towards programme monitoring, and any other technical services that may be required from time to time.

The SPMU will be responsible for:

- 1. Providing technical and managerial inputs into effective and efficient state-wide implementation of the scheme's programmatic components
- 2. Issuing need-based guidelines, and revisions thereof, for effective implementation of the scheme
- 3. Developing state level annual plans including implementation plans, capacity building plans Annual Programme Implementation Plans (APIPs) and Calendar of Events.
- 4. Developing an overall monitoring and evaluation strategy and annual monitoring plans
- 5. Developing an overall Management Information System (MIS) plan, and compiling and reviewing reports from districts into a state-wide MIS.
- 6. Liasoning with NIC-WB to ensure that the Kanyashree portal's design and functioning meets the Scheme's implementation and MIS needs, and thereby meets standards of e-governance.
- 7. Liaising with State Level Bankers Committee to ensure that fund transfers to beneficiaries are effectively implemented
- 8. Maintaining close liaison with the district administration and the District Project Management Units through regular telephonic or video conferences and field visits.
- 9. Ensuring timely release of funds to districts, and monitoring fund utilization
- 10. Maintaining linkages with other state-level departments, multi-lateral agencies, NGOs and corporates for effective convergence initiatives
- 11. Monitoring grievances and technical issues to ensure that are resolved in a timely manner
- 12. Reporting periodically to the State Steering & Monitoring Committee
- 13. Conducting regular research into issues and trends in social protection and adolescent programming

- 14. Documenting progress, district initiatives and lessons learnt through a range of communication platforms.
- 15. Ensuring dissemination of all publications created by the programme to ensure cross-district learning and programme improvement.
- 16. Developing an annual media plan in close consultation with all DPMUs of the state.

3.2 District Project Management Unit (DPMU)

Each district shall have a District Project Management Unit functioning under the office of the District Magistrate. In Kolkata, the DPMU shall function under office of the Director, Social Welfare. In the district of Darjeeling, there will be two district project management units, one for GTA and the other for non GTA areas.

Each DPMU shall comprise the following functionaries, who shall be recruited from regular service or consultants on contract:

- 1. District Project Manager
- 2. Accountant
- 3. Two Accountants-cum-data managers

District Project Management Units shall be responsible for:

- 1. Implementation of the Scheme in the district, including issuing need-based directives and ensuring that all directives from the SPMU are complied with.
- 2. Developing district-level annual plans including implementation plans, capacity building plans, Annual Programme Implementation Plans (APIPs) and Calendar of Events.
- 3. Ensuring that the district's annual targets cover all possible eligible girls, and ensuring that all eligible girls have timely access to the scheme.
- 4. Managing the supply-chain of application forms and other Kanyashree material in the district.
- 5. Compiling and reviewing reports from blocks / sub-divisions, maintaining a district level MIS.
- 6. Updating the Kanyashree Portal in the Monthly District Monitoring Format.
- 7. Maintaining close liaison with Sub-division / Block level functionaries through regular telephonic or video conferences and field visits.
- 8. Liaising with district's lead bank to ensure that fund transfers to beneficiaries are effectively managed and reconciled.
- 9. Management of the programme's funds, including reconciling fund utilization statements from banks, and providing fund utilization statements to the SPMU.
- 10. Reporting periodically to the District Steering & Monitoring Committee and to the SPMU.
- 11. Document progress, district initiatives and lessons learnt and update the SPMU with publications. in every quarter of the year.

- 12. Ensuring that all grievances are recorded using the Online Grievance Redessal Mechanism, and are satisfactorily resolved in a time-bound manner under intimation to the aggrieved party.
- 13. Ensuring a sanitised database of beneficiaries by regular checking and removal of duplicate entries.
- 14. Ensure tracking of drop-out cases, institution-wise investigation into the reasons for drop-out, and conducting campaigns to create awareness and bringing them back into mainstream education by counseling their key influencers, including parents, peer groups and communities.
- 15. Ensure tracking of application forms distributed serial number-wise to educational institutions, and ensuring that they are filled up and uploaded in time.
- 16. Ensure accountability through random physical visits and field verifications (a minimum of 5% of field verification to be done at each level).

3.3 Sub-divisional/Block-level Project Management

Sub-divisional / Block Development Officers shall be the nodal persons for the Scheme in their block / sub-division, and shall be responsible for ensuring that all educational institutions with eligible beneficiaries are making the scheme available to them.

Sub-divisional / Block officers shall be assisted by data managers recruited for the purpose of management of data-entry of applications and other tasks at this level.

Sub-divisional / Block level Project Management responsibilities include:

- 1. Ensuring that application forms are made available in a timely manner to educational institutions.
- 2. Ensure tracking of application forms distributed serial number-wise to educational institutions, and ensuring that they are filled up and uploaded in time.
- 3. Ensuring data-entry of applications for educational institutions that have no computer facilities, and regularly reviewing the MIS at sub-divisional levels.
- 4. Verification of applications uploaded by educational institutions (a minimum of 5% of field verification to be done at each level).
- 5. Ensuring that all eligible girls have timely access to the scheme.
- 6. Ensure tracking of drop-out cases, institution-wise investigation into the reasons for drop-out, and conducting PR campaigns to create awareness and bringing them back into mainstream education by counseling their key influencers, including parents, peer groups and communities.

3.4 Role of District Inspector (Secondary) / Sub-Inspector (Secondary) of Schools

1. Identify all schools under their administrative domains with female students between the ages of 13 – 19 who qualify for the scheme, and ensure that they:

- a. Are aware of the Scheme
- b. Enroll all eligible students in the scheme
- c. Extend all help and guidance to eligible girls and enrolled beneficiaries.
- 2. Maintaining a database of girls who have dropped out of Kanyashree Prakalpa and supporting the Block units in tracking and investigating cases of such girls and bringing them back to education.
- 3. Tracking out-of-school children, motivating them to return to school and linking them to Kanyashree Prakalpa

3.5 Role of Educational Institutions

Provide a single-window service delivery mechanism for the scheme, including the following activities:

- Providing adequate and timely knowledge of the scheme, its provisions and intent to its students, with a prominent display of the scheme's features through communication materials provided by the DPMU, as well as the Standard Operating Procedures of the Scheme as stipulated under the WBRPSA.
- 2. Ensuring that all eligible girls are assisted in opening no-frills banking accounts, filling up application forms and collating certificates of eligibility.
- 3. Ensuring that all filled-in forms are uploaded in time.
- 4. Ensuring the e-processing of applications either through their own facilities or through the Block / CLRC offices.
- 5. Ensuring that all applicants receive acknowledgment of their application with Application Form No. as per the WBRPSA, their Kanyashree ID, Kanyashree Identity card and Kanyashree bangles.
- 6. Ensuring that all girls who receive the one-time grant are given the Kanyashree certificate.
- 7. Ensuring taking of the Kanyashree Pledge by all beneficiaries.
- 8. Acting as the first point of grievance redressal, and assist applicants in escalating their grievances through the online grievance redressal mechanism or block and district offices, and with local banks.
- Ensuring that the institution participates in the various Kanyashree programmes in the district, and conducts regular advocacy and behavour change programmes as laid out in the Kanyashree Communication Strategy.
- 10. Escalating cases of bank failure complaints to DPMUs in time.
- 11. Ensuring that the HOI, as designated officers maintain the stipulated time limit for rendering services as per order under WBRPSA (See Appendix 8).

4 STEERING & MONITORING COMMITTEES

4.1 Role of Steering and Monitoring Committees at all levels

Steering and Monitoring Committees are instituted at State, District and Sub-divisional / block levels.

The Steering & Monitoring Committees will meet periodically (Every two months at the state level, and monthly at district and sub-divisional / block level) or earlier, if needed, at the discretion of the Chairperson of the Committee. If required, technical experts, NGOs or civil society groups may be invited to attend to meetings.

State, District and Sub-division / Block level Steering and Monitoring Committees shall, at their respective levels:

- 1. Provide strategic guidance into the programme strategy and implementation of the Scheme.
- 2. Promote convergence between stakeholders to ensure coordination in service delivery of the scheme's benefits, and creation of linkages and partnerships that will directly or indirectly promote positive outcomes for Kanyashree beneficiaries.
- 3. Review and monitor on all matters relating to the implementation of the Scheme.
- 4. Consider the bottlenecks faced during the implementation of the Scheme and suggest modifications required for improving implementation.

4.2 Members of State-level Steering and Monitoring Committee

The Committee shall comprise the following officials	Position
Finance Minister, Government of West Bengal	Chairperson
Minister, Women Development and Social Welfare and Child Development	Member
Chief Secretary, Government of West Bengal	Member
Principal Secretary / Secretary, Department of Women Development & Social Welfare and Child Development	Convener, Member
Principal Secretary / Secretary, Department of Higher Education	Member
Principal Secretary / Secretary, Department of School Education	Member
Principal Secretary / Secretary, Department of Health and Family Welfare	Member
Principal Secretary / Principal Secretary, Department Panchayat and Rural Development	Member
Principal Secretary / Secretary, Department of Minority Affairs and Madrasah Education	Member
Principal Secretary / Secretary, Department of Mass Education Extension and Library Services	Member
Principal Secretary / Secretary, Sports and Youth Services	Member
Principal Secretary / Secretary, Department of Finance	Member
Principal Secretary / Secretary, Department of Technical Education & Training	Member
Principal Secretary / Secretary, Department of Information & Cultural Affairs	Member
Principal Secretary / Secretary, Department of Municipal Affairs	Member
Principal Secretary / Secretary, Department of Backward Class Welfare	Member
State Informatics Officer, NIC West Bengal	Member
State Project Director, Sarva Shiksha Abhiyan	Member
Chief of Field Office, UNICEF Office for West Bengal	Member

4.3 Members of District-level Steering & Monitoring Committees

4.3.1 All Districts

The Committee shall comprise the following officials	Position
District Magistrate	Chairperson
District Nodal Officer, Kanyashree	Member
District Project Manager, Kanyashree	Convener, Member
District Social Welfare Officer	Member
All Sub-Divisional Officers	Member
District Project Officer, Sarva Shiksha Mission	Member
District Inspector of Schools (Secondary)	Member
District Programme Officer, ICDS	Member
District Panchayat and Rural Development Officer	Member
Chief Medical Officer of Health	Member
District Officer of Minority Affairs	Member
Chairpersons, Municipality	Member
District Officer for Information & Cultural Affairs	Member

4.3.2 Kolkata

The Committee shall comprise the following officials:	Position
Mayor, Kolkata Municipal Corporation	Chairperson
Director, Social Welfare	Convener, Member
Commissioner, Kolkata Municipal Corporation	Member
Commissioner for the Persons with Disabilities	Member
Joint Secretary, Department of Higher Education	Member
State Project Director – Sarva Shiksha Mission	Member
Commissioner of School Education	Member
District Collector, Kolkata	Member
District Inspector of Schools (Secondary)	Member
District Programme Officer, ICDS	Member
Nodal Officer (Asst Director) Minority Affairs	Member

4.3.3 Sub-divisional Steering & Monitoring Committee (for municipalities)

The Committee shall comprise the following officials:	Position
Sub-Divisional Officer	Chairperson
Any officer nominated by SDO or SDDMO	Convener, Member
Chairman, local municipality	Member
Asst. Inspector of Schools (Secondary)	Member

4.3.4 Block Steering & Monitoring Committee

The Committee shall comprise the following officials	Position
Block Development Officer	Chairperson
Block Welfare Officer	Convener, Member
Asst. Inspector of Schools (Secondary) / Sub-inspector of Schools	Member
Block Medical Officer of Health	Member
Child Development Programme Officer (ICDS)	Member

5 SINGLE-WINDOW SERVICE DELIVERY THROUGH EDUCATIONAL INSTITUTIONS

All first-time Kanyashree applicants, whether applying for the Annual Scholarship (K1) or for the One-Time Grant (K2), will be provided pre-printed forms by the educational institution they are enrolled in. For convenience, K1 forms are printed on light green paper (See Appendix 1), and K2 forms are printed on light blue paper (See Appendix 2). Beneficiaries will have to fill in their application forms and hand them over, along with necessary certifications to designated persons in their educational institutions. As per the West Bengal Public Services Delivery Act, 2013 (WBPSDA 2013), HOIs will provide acknowledgment receipt (marked with their Application Form No.) to the applicants.

All application forms received by the educational institutions shall be immediately entered into the portal along with scanned bank details. Only in cases where the educational institutions are unable to process applications because of lack of computer facilities, application forms are sent for data-entry to the appropriate block office / sub-divisional office or to the nearest CLRC.

Once an application has been successfully uploaded, the portal creates a unique Kanyashree Identification Number (Kanyashree ID) and a Kanyashree Identity Card, which must be handed over to the beneficiary. Until generation of the Kanyashree ID, the Form Number shall serve as the applicant's identification.

Once uploaded, applications and certifications become visible for scrutiny and subsequently sanction and payment through direct bank transfer. There is no physical movement of paper forms, and no manual generation of scrutiny or sanction lists. These are entirely automated, and applications become visible to the appropriate officer / unit (user) depending on the user's authorization level. Wherever possible, batch processing of applications has been implemented, without compromising on data or process integrity.

Each pre-printed form has its own unique identification number (Form Number). District, sub-divisional and block units shall maintain a track of application forms distributed to educational institutions in their respective administrative domains, and check the portal to ensure that beneficiaries' applications are being uploaded in a timely manner.

All sanctioned and rejected application forms are retained for sample verifications with the institutions or in offices of BDOs (for rural areas), Sub Divisional Officers (for urban areas) and Director, Social Welfare (Kolkata).

Renewal of the Annual Scholarships are to be processed in bulk by Heads of Institutions, with beneficiaries only providing certificates of eligibility. For girls up-grading from the annual scholarship to the one-time grant, application forms with details of the applicant will be generated on-demand on the portal by the educational institution. Once filled in, these, along with necessary certificates, will be handed back to the Heads of Institutions for further processing.

For complete details of the process, see Chapter on Processing of Conditional Cash Transfers.

6 E-GOVERNANCE (G2C) THROUGH KANYASHREE ONLINE

Kanyashree Online (wbkanyashree.gov.in) is a multi-user Government-to-Citizen (G2C) portal that provides comprehensive e-governance of Kanyashree Prakalpa. The Scheme's Management Information Systems and e-Governance mechanisms are dynamic in nature, and will be continually strengthened and updated as the Scheme evolves.

The following table lists the portal's key features and functions. Detailed explanations of functions and processes of the portal are explained in relevant chapters elsewhere in the guidelines.

Kanyashree Online 3.0: Key Features

Accessible, single-window Service Delivery (G2C)

Educational Institutions - single-window delivery mechanism:

- Application Forms
 - □ Preprinted application forms (Bi-lingual) are available with schools and other institutions for first-time applicants to Kanyashree Prakalpa (See Appendix 1 & 2 for K1 and K2 forms respectively)
 - □ Portal generated application forms will be provided to girls who are upgrading from the Annual Scholarship to the One-Time Grant
 - Once a girl is accepted in the Annual Scholarship scheme, renewal of her scholarship in subsequent years will be automated through a bulkrenewal process conducted by the HOI of the educational institution
- Certifications
 - ☐ Fresh applicants to Kanyashree, both K1 and K2, as well as girls who are upgrading from K1 to K2 will need to provide certificates for each eligibility criteria
 - At the time of renewal of scholarships, girls do not need to provide birth certificates or income certificates. HOIs are responsible however, for exercising due diligence on the marital status of the applicants before processing their renewals
- Girls are supported by the institutional staff in filling up application forms, collecting and collating supporting documents and in opening of bank accounts

Simplified eligibility criteria:

- · Eligibility criteria have been kept to a minimum
- Certification by local competent authorities

Simplified banking:

- Simplified single page account opening forms (See Appendix 3), zero balance bank accounts
- Account opening camps held in educational institutions and neighboring areas
- Benefits disbursed through Direct Bank Transfer (DBT)

Kanyashree Online 3.0: Key Features (Contd.)

Cost-effective, Centralized, Real-time data management (G2C)

Service Delivery Processes

- Data-entry and primary validation at institutional level, with alternative facilities at CLRC, Sub-divisional/Block level
- Scrutiny and validation (checking of duplication etc), at sub-divisional / block level
- Sanctioning at district level
- Direct bank transfer

Need-based real-time reporting

- Institutional level: Tracking of progress of application of institution
- Sub-divisional / block and District level MIS for daily management, scrutiny and sanctioning
- Monthly update of District Monitoring Format
- State level MIS for strategic management and monitoring

Multiple Communication channels between service provider and citizen (G2C)

Beneficiary updated at each step of the process:

- Receives SMS alerts on registration / renewal, sanction and fund transfer
- Receives unique Form ID and Kanyashree ID and can track her application online

Beneficiary Queries and grievances are handled at:

- Mainly at Institutional level by Head of Institution (HOI) / teachers, with escalation to higher levels if necessary
- Nodal officers names and contact details (phone and email) are available online
- At state level queries are handled through dedicated email (support.kanyashree@nic.in) and Help Desk (+91 9007462088) manned by the SPMU, NIC and other state officials
- Online grievance redressal mechanism available (wbkanyashree.gov.in), with SMS alerts

Citizen's charter documentation:

- Implementation Guidelines
- Stipulated time of service provision in accordance with the WBRPSA. (See Appendix 8)

Kanyashree O	nline 3.0: Key Features (Contd.)
Content Management	 The portal has a content management facility whereby public notices, government notifications, orders, letters etc are be uploaded Each district has a 'District Corner' where they upload documents, photographs, monthly District Monitoring Formats etc.
User Management & Usability	 User-friendly, simple data-entry forms, and step-by-step processes Uses Responsive Web Design (RWD) Approach: can be used optimally over a wide range of devices (from desktop computers to mobile phones) Online FAQs and user manuals for procedures
Problem resolution and query handling	 Dedicated e-mail id: support.kanyashree@nic.in Technical Help Desk (+91 9007462088) (10 am to 6 pm) Regular video-conferencing
Privacy and Security	 Secured logins and passwords Digital signatures of users at all levels (DMs, ADMs, SDOs, BDOs and Heads of Institutions) Data security features Photographs of beneficiaries watermarked. Detailed user-footprint audit trails All user-computer nodes monitored by NIC and uses 128 bit encryption for all network traffic. Central hosting of application at NIC iNOC Data Centre with in-built security features like IDS (Intrusion Detection System), multiple level Firewalls. Audited by STQC. (Standarization Testing and Quality Certification Directorate, GOI)
Technical Features	 Uses open-source web technology Coded in php Data base: Post Gresql

Section III

Conditional Cash Transfers

7 CONDITIONAL CASH TRANSFER BENEFITS

7.1 Annual Scholarships (K1)

The Scheme assures an annual scholarship of Rs. 750/- to girls who fulfill the following eligibility criteria:

Eligib	Certification		
1. Age	Is between 13 and 18 years of age	Birth Certificate issued by Municipal or Panchayat authorities ¹	
Producing birth certificate currently resident in a House Justice Act, 2000 and does	Certificate of age by Head of Institution		
2. Marital Status Is Unmarried		Declaration by parent / guardian, certificate by a Competent Certifying Authority	
3. Education	Is enrolled in any one of the following educational institutions: 1. In class VIII or above in a formal school, madrassah or equivalent open school course 2. A college or equivalent open university course 3. A Vocational Training Centre, Technical Training Centre or Industrial Training Centre	Certificate of enrolment and attendance by Head of Institution	
Minimum Class VIII is wa needs (disability 40% or me	Certificate of Disability furnished by appropriate authority		
4. Family Income	Is less than or equal to Rs. 1,20,000/- per annum	A declaration by self-employed parents / guardian stating definite income from all sources; or Income certificate furnished by employer for employed parents / guardians, certificate by a Competent Authority	

¹ If an applicant to the Annual Scholarship (K1) does not have a birth certificate, her application may be accepted and her age certified from records available with the educational institution; however, she will not be eligible for renewal of the annual scholarship or upgrade to the One-Time Grant unless she obtains and submits a birth certificate in the interim.

Eligibility Criteria			Certification	
Criteria to be waived if one or more of the following is true:	a)	If the applicant has special needs (disability 40% or more)		
	b)	both parents are deceased	 Declaration by guardian, certificate by by a Competent Authorities Death certificates of the deceased parents 	
	c)	If the applicant is currently resident in a Home registered under the Juvenile Justice Act, 2000		

7.2 One-Time Grant (K2)

 $The \, Scheme \, assures \, a \, One-Time \, Grant \, of \, Rs. \, 25,000/- \, to \, girls \, who \, fulfill \, the \, following \, eligibility \, criteria: \, description \, following \, eligibility \, eligibi$

Eligibility Criteria		Certification
1. Age	Is between 18 and 19 years of age	Birth Certificate issued by Municipal or Panchayat authorities
Producing birth certificate is waived if: If the applicant is currently resident in a Home registered under the Juvenile Justice Act, 2000 and does not have a birth certificate		j ,
2. Marital Status	Is Unmarried	Declaration by parent / guardian, certificate by a Competent Authority
3. Education	 Is enrolled in any one of the following educational institutions: 1. In class VIII or above in a formal school, madrassah or equivalent open school course 2. A college or equivalent open university course 3. A Vocational Training Centre, Technical Training Centre or Industrial Training Centre 4. Sports Training Institute 	Certificate of enrolment and attendance by Head of Institution

EI	igibility Criteria	Certification		
Minimum Class VIII is waived if: If the applicant has special needs (disability 40% or more)		Certificate of Disability furnished by appropriate authority		
4. Family Income	Is less than or equal to Rs. 1,20,000/- per annum	A declaration by self-employed parents / guardian stating definite income from all sources; or		
		Income certificate furnished by employer for employed parents / guardians, certificate by a Competent Authority		
Family income	a) If the applicant has special needs (disability 40% or more),	Certificate of Disability furnished by appropriate authority		
waived if one or more of the following is true:	b) both parents are deceased	Declaration by guardian, certificate by by a Competent Authorities		
		Death certificates of the deceased parents		
	c) If the applicant is currently resident in a Home registered under the Juvenile Justice Act, 2000	Certificate of residence by Superintendent of Home		

7.3 Notes on Eligibility Criteria and Certification

7.3.1 Calculation of Family Income

1. So long as either of the parents is alive, only income of the parents will be taken into account and of no other family members even though they may be earning.

7.3.2 Competent Authorities

Declarations made by the applicant or applicant's parents/guardians may be certified by any of the following:

- 1. Group A Officer of State Government or Government of India who is either posted in the area, or is a resident of the area of residence of the applicant
- 2. Member of Parliament, Member of Legislature of the area of residence of the applicant
- Counsellor of ward of municipal areas, Gram Panchayat Pradhan of the area of residence of the applicant

All girls resident in West Bengal and studying in above-mentioned institutions and meeting the eligibility criteria listed in Section 7.1 (Annual Scholarship) and Section 7.2 (One-Time Grant) MUST be allowed to apply for the scheme's benefits. This includes eligible girls who may be receiving scholarships from other sources, including other government schemes.

7.4 Submission & Safekeeping of Certificates

- 1. All applicants to the Annual Scholarship, when applying for the first time using the K1 Application Form, must provide all necessary certificates of eligibility. However, at time of renewal of Annual Scholarships in successive years applicants need only provide a certificate of Marital Status.
- 2. All applicants to the One-Time Grant, whether first-time Kanyashree beneficiaries or cases of upgrade from K1 to K2, must provide all necessary certificates of eligibility.
- 3. Certificates do not need to be uploaded on the portal. However, all certificates provided by applicants must be safely kept at the educational institution, and be made available for inspection to field verifying officers of the DPMU or Sub-divisional / Block officers on demand.

The following table summarizes the list of certificates to be provided by applicants:

Certificate	Annual Scholarship		One-Time Grant		
	First time beneficiary	Renewal	First time beneficiary	Upgrade from K1 to K2	
Birth Certificate issued by municipal or panchayat authorities	Yes	No	Yes	Yes	

If an applicant to the Annual Scholarship does not have a birth certificate, her application may be accepted and her age certified from records available with the educational institution; however her scholarship may not be renewed in the subsequent year unless she submits a birth certificate in the interim.

No applications for One-Time Grant will be allowed without a birth certificate issued by municipal / panchayat authorities.

Marital Status statement	Yes	Yes	Yes	Yes
Income Certificate	Yes	No	Yes	Yes
Income Certificate is not to be sub	omitted if applicar	nt provides		
Disability Certificate (in case of disability of 40% or more)	Yes	No	Yes	Yes
Certificate of Residence in Home registered under the J. J. Act 2000 (incase applicant is resident in such home)	Yes	No	Yes	Yes
Statement of death of both parents by legal guardian AND Death certificates of both parents (incase both the parents of the applicant are deceased)	Yes	No	Yes	Yes

7.5 Bank Accounts and Payment Mode

- 1. Having a bank account in the applicant's name is a pre-requisite for applying to the Scheme's benefits, as the Scholarship or One-Time grant will be paid to the beneficiaries by way of Direct Cash Transfer only.
- 2. The applicant's bank account should have her mother / female guardian as a nominee.
- 3. Educational Institutions will coordinate with local banks to facilitate the opening and operating of zero-balance no-frills bank accounts for eligible applicants using simplified one-page application forms (See Appendix 3)
- 4. The District administration will, along with education institutions and local banks, facilitate the organization of camps to help girls open bank accounts.
- 5. Banks shall provide the account holder with a passbook and other applicable facilities such as a Rupay Card etc. as soon as an account is opened. If the bank is unable to provide the account holder with a passbook immediately upon account-opening, the bank will provide a letter stating the account holder's name, address and account number, duly signed and stamped by the bank manager.
- 6. All applicants to the Annual Scholarship and the One-Time Grant shall provide photocopies of the page of their bank passbook / letter from bank that states their name, address and bank account number along with their application form. At the time of renewal of annual scholarship however, the applicant need not provide a copy of the bank passbook / letter from bank. Such photocopies shall be scanned and uploaded to the portal during K1 and K2 application upload, and during K1 to K2 upgrade.

The following table summarizes actions to be taken for bank passbook photocopies:

	Annual Sc	holarship	One-Time Grant						
	First time beneficiary	Renewal	First time beneficiary	Upgrade from K1 to K2					
Scan and upload at time of application processing	Yes	No	Yes	Yes					

7.6 Sanctioning Officers

- 1. In all districts barring Kolkata, the District Magistrate will be the Sanctioning Officer;
- 2. In Kolkata, the Director, Social Welfare Directorate shall be the Sanctioning Officer.

8 PROCESSING OF CONDITIONAL CASH TRANSFERS

8.1 Enrollment of educational institutions on e-portal

Activity	Responsibility	Guidelines
Enrollment of educational institutions on e-governance portal	DPMU, SDO/ Block Officers / DIs & SIs of schools	Administrators at block and district must ensure that all schools, colleges, technical and vocational institutions as well as homes registered under the J. J. Act in the district are aware of the scheme, have enrolled on the portal and are making the scheme accessible to all eligible beneficiaries The DPMU will periodically send a list of educational institutions and their details, including DISE Code to the Kanyashree Technical Help Desk (Wbkanyashree@nic. In) for enrollment on the portal. Such list shall be duly signed by the District Magistrate / Director, Social Welfare Educational Institutions that do not have a DISE Code will be provided an identifying code by the portal
	Educational Institutions	As educational institutions are the single-window service delivery point for Kanyashree Prakalpa, every educational institution with female students between the ages of 13 to 19 must liaison with their block / sub-divisional office to enroll on the portal.

8.2 Opening of bank accounts for eligible applicants

Activity	Responsibility	Guidelines
Opening of bank accounts for eligible	Educational Institutions and local banks	Banks and educational institutions shall assist eligible beneficiaries in opening zero-balance, no-frills accounts using a single-page account opening form (See Appendix 3).
applicants		Banks shall provide the account holder with a passbook and other applicable facilities such as a Rupay Card etc. as soon as an account is opened. If the bank is unable to provide the account holder with a passbook immediately upon account-opening, the bank will provide a letter stating the account holder's name, address and account number, duly signed and stamped by the bank manager.

8.3 Distribution of application forms

All application forms, whether pre-printed or portal-generated shall be made available to applicants <u>free-of-cost</u> from the educational institution they are enrolled in. Applicants are not to be charged by educational institutions or district / block offices for processing applications.

8.3.1 Pre-Printed Application Forms (K1 and K2) for first time Kanyashree applicants

Pre-printed application forms will only be given to girls who are applying for the schemes benefits (either for the Annual Scholarship (K1) or the One-Time Grant (K2) for the very first time.

Activity	Responsibility	Guidelines
Printing and distribution of pre-printed application forms (K1 and	SPMU	Application forms shall be printed at state level by an agency selected by the SPMU, with each application form having a unique serial number. For convenience, K1 forms are printed on light green paper (See Appendix 1), and K2 forms on light blue paper (See Appendix 2).
K2) for first-time applicants.	DPMU / SDO / BDO	DPMUs shall periodically estimate the number of forms required and requisition the SPMU accordingly. District and sub-divisional / block offices shall ensure that educational institutions have an adequate stock of application forms based on an estimated number of beneficiaries.
	Educational Institutions	Educational institutions shall liaise with their SDO/ Block office to ensure a continuous supply of pre-printed application forms and ensure that all eligible applicants receive forms in time.

8.3.2 Portal-generated Application Forms for Upgradation (K1 to K2 upgrade)

For existing K1 beneficiaries who become eligible for the One-Time Grant, K2 application forms will be printed by the educational institution from the portal and handed over to the applicants. Such forms will have certain pre-filled in fields to facilitate application form-filling and data-entry.

Activity	Responsibility	Guidelines
Printing & distribution of portal generated K2 forms for upgrade cases	Educational Institutions	Educational institutions shall monitor the portal for beneficiaries who become eligible for through the 'Upgrade module', and print and distribute their forms in a timely manner.

Note:

- i. In cases where educational institutions do not have computer facilities, the Heads of Institutions (HOI) shall approach their respective sub-divisional / block offices / CLRC for usage of their facilities for processing of applications.
- ii. In cases where educational institutions upload applications using their own facilities, a fixed amount will be paid for each document scanned and form uploaded. (See Appendix 9)

8.4 Processing at educational institution level

8.4.1 Uploading of application forms at educational institution level

Activity	Responsibility	Guidelines
Receiving applications and uploading to e-portal	Educational Institutions	Institutions shall assist eligible beneficiaries in filling up application forms and support them in collating the certificates required to prove their eligibility for the scheme. On receipt of completed application forms along with certificates from applicants, the head of the institution shall ensure that
		a) Forms have been filled up in full, certificates of eligibility and a photo-copy of the first page of the bank passbook (containing the name, address and bank account number) of the account holder, are attached. In cases where the applicant has not been provided a bank passbook, a letter from the bank providing the account holder's name, address and account no. may be provided).
		b) The tear-off portion of the application containing the application form no. and acknowledgment is signed with the date of receipt and official stamp and returned to the applicant as per provision of WBRPSA.
		c) The application is uploaded on the e-portal immediately, along with the scanned copy of the bank passbook page/ letter from bank.
		d) The applicants Identity Card is printed and handed over to the applicant along with a Kanyashree bangle.
		e) Physical copies of applications and certificates will be kept by the institution safely.
		Note: Till the applicant receives her Kanyashree ID (Generated by the portal), the Application Form ID shall serve as her ID for tracking purposes)
		All applicants should be made aware of the importance of keeping a record of their application Form Id, Kanyashree ID and their bank account no. to facilitate queries and grievances.
		At no point should the institution keep completed application forms pending: all forms must be uploaded within a week of their receipt by the institution. Application forms in excess of requirement should be returned by institutions to their respective blocks/subdivisions so that they can be reallocated to other institutions.

8.4.2 Online bulk process for renewal of annual scholarships (K1 to K1 renewal)

For existing Kanyashree beneficiaries receiving the annual scholarship (K1), application forms are NOT to be distributed at the time of renewal of their scholarship. Instead, educational institutions will use the bulk-renewal module provided by the portal and process the renewals of such beneficiaries after verifying their eligibility status.

Activity	Responsibility	Guidelines
Bulk processing of renewals of annual scholarships	Educational Institutions	The e-portal provides a Bulk Renewal module through which renewal of applications have been largely automated. The Bulk Renewal module identifies beneficiaries who are currently eligible for renewal of their annual scholarship, and allows the HOI to certify their eligibility and forward their applications to block level in bulk. At renewal, beneficiaries need to only declare their unmarried status.
		The HOI shall satisfy herself of the unmarried status of each of the applicants before certifying their eligibility. All such documents / certificates will be carefully preserved at the institution.
		After processing the applications in bulk, the HOI must display a list of such applications and the date of bulk renewal on the institution's notice board.

8.4.3 Online Transfer of beneficiaries from one institution to another

Activity	Responsibility	Guidelines
Transfer of beneficiary	Educational Institutions	When a Kanyashree beneficiary leaves one educational institution for another after obtaining a Transfer Certificate, the HOI must, without delay, use the "Transfer Beneficiary" module to ensure that the institution she is now enrolling in may process her K1 or K2 application.

8.5 Processing of applications at block and district levels

Activity	Responsibility	Guidelines					
Verification & Scrutiny of applications	Block level	The designated officer shall check the details of the applicant on the e-portal with the scanned certifications and ensure they match. Applications shall also be verified to ensure that no duplicate applications / fraudulent applications pass the verification process.					
		K1 Scrutiny: The designated officer shall scrutinize every form and ensure that at least 5% of the first-time applicants for the Annual Scholarship are physically verified. Selection of applications shall be randomized.					
		K2 Scrutiny: The designated officer shall ensure that every application for the one-time grant is scrutinized, and physical verification conducted through a home visit using the Physical Verification Form (see Appendix 4).					
		All applications that pass the verification and / or scrutiny process will be forwarded to DPMU for sanctioning.					
		For rejected applications, the reason of rejection must be mentioned and action taken accordingly.					
Sanctioning of applications	District Sanctioning Officer	The District Magistrate / Director, Social Welfare shall periodically sanction a batch of verified applications through the e-portal and send the list to the concerned bank of the district.					
		For cases of duplicate sanction, sanitization should be done within a week.					
Disbursement of Funds to beneficiaries	Lead Bank of District	On receipt of the Sanction Order, banks shall electronically transfer the requisite amount to beneficiaries' accounts, and send a confirmatory SMS to the beneficiary's cell phone.					
		2. After processing the transfers, the bank shall provide a list of beneficiaries for whom transfers have successfully been made, as well as an MIS of failed transactions with details of beneficiaries whose transfers have failed, and reasons for failure in each case.					

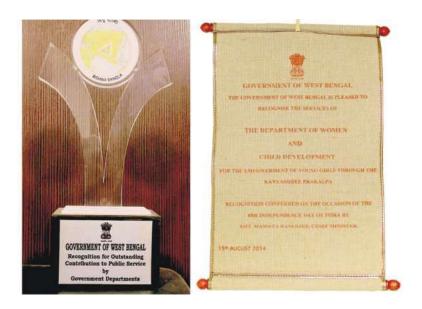
8.6 Online tracking of status of application

All applicants should be informed that they can use their Application Form ID and / or Kanyashree ID to log into the portal to check the progress of their application and be assisted in the process.

8.7 Grievance Redressal

- 1. Applicants / beneficiaries may report a grievance by phone, online, or by letter. Any official receiving a grievance over phone or by letter must upload it online through the Grievance Redressal Module within 24 hours.
- 2. DPMUs shall ensure that a proper record of the grievances lodged by beneficiaries are maintained, and are addressed without delay.
- 3. To facilitate grievance handling, the districts shall:
 - a. Ensure that DPMU, block level and sub-divisional level nodal officer's phone numbers are liberally publicized through posters displayed on the notice board of every educational institution in the district.
 - b. Ensure that all nodal officers adequately answer beneficiary queries and complaints.
 - c. Ensure that all nodal officers conduct regular meetings with heads and nodal teachers of educational institutions to ensure that grievances are regularly addressed at local levels.
 - d. Develop IEC material to clarify the enrollment, scrutiny, sanctioning and bank transfer procedures, so that the scheme's processes are transparent to all. Such IEC should also give a realistic indication of the time frame of such processes, so that beneficiaries' anxieties are dispelled.

AWARDS AND RECOGNITION



West Bengal Chief Minister's Award for Empowerment of Girls, 2014



Manthan Award for Digital Inclusion for Development (South Asia and Asia Pacific) 2014 under the category E-Women and Empowerment



Winner, Skoch SMART Governance Award, 2015



National E-governance Award 2014 – 2015 awarded by the Department of Administrative Reforms and Public Grievances, Government of India



CSI-Nihilent Award, 2014-15







LETTER OF APPRECIATION FOR WSIS PRIZE 2016 CHAMPION IN CATEGORY

WSIS Action Line C7: ICT Applications: E-government

On the occasion of the WSIS Forum 2016 it is with great pleasure to award **Department of Women Development and Social Welfare, Government of West Bengal** with this Letter of Appreciation for the amazing ICT-related project work done within your community. Your project **Kanyashree Online 3.0** is among the most voted ones and has gained one of the best reviews by the members of the WSIS Expert Group.

Taking into account **Department of Women Development and Social Welfare, Government of West Bengal** significant efforts in promoting and fostering the information society development as well as your successful participation in the WSIS Prize 2016 contest, it is a great pleasure to honor you as a Champion of WSIS Prize 2016.

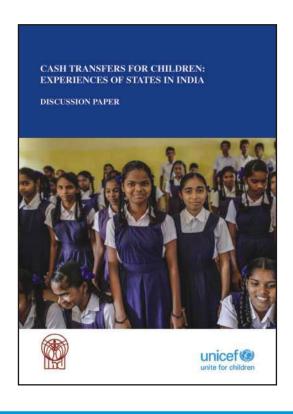
Geneva, 4 May 2016

Houlin Zhao
ITU Secretary-General



In July 2014, the Department for International Development (DfID) and UNICEF hosted the first Girl Summit in London. The Summit aimed at mobilising domestic and international efforts to end female genital mutilation (FGM) and child, early and forced marriage (CEFM) within a generation.

At the event, Kanyashree Prakalpa was acknowledged as a best practice amongst several international initiatives for the girl child.



In December 2015, Niti Aayog and UNICEF organized a Workshop on Cash Transfers for Children: Experiences of States in India.

Kanyashree Prakalpa was one of the ten schemes presented as a best practice at the workshop, held in New Delhi.

Appendixes

Appendix I

Application Form for Annual Scholarship (K1)

Year : 2015-16 **Government of West Bengal** Department of Women Development and Social Welfare Application Form for Kanyashree Prakalpa: For Annual Scholarship (K-1) photograph [To be filled up in English Block letters only] of the applicant School/Institution Name* ডাইস কোড/সমতুল্য কোড 1 9 DISE Code/Equivalent Code: (Not for open school) (মুক্ত বিদ্যালয়ের জন্য প্রযোজ্য নয়) প্রতিষ্ঠানের ধরণ/Type of Institution : িসাধারণ বিদ্যালয়/Formal School 🗌 মুক্ত বিদ্যালয়/বিশ্ববিদ্যালয়/Open School/University 🗀 মাদ্রাসা/Madrasah ৹ কলেজ □ আই.টি.আই □ পলিটেকনিক □ বৃত্তিমূলক শিক্ষা কেন্দ্ৰ LT.L Polytechnic Vocational Training Centre সরকারী 🗌 সরকারী সাহায্যপ্রাপ্ত 🔲 ব্যক্তিগত 🔲 অন্যান্য প্রতিষ্ঠানের প্রকৃতি: Nature of Institution: Govt. Aided Private Others 🗌 নবম 🔲 দশম 🔲 প্রথম বর্ষ 🔲 দ্বিতীয় বর্ষ 🔲 অন্যান্য অন্ত্রম 🗌 একাদশ 🔲 দ্বাদশ মান/Standard* : VIII IX Χ ΧI XII 1st Year 2nd Year Other প্রতিষ্ঠানের ঠিকানা : নং/No.: রাস্তা/পথ /Road/Street : ডাকঘর /Post Office : থানা Police Station : ব্লক/পৌরসভা /Block/Municipality জেলা /District : পিন কোড/Pin: অন্তর্ভুক্তি/Affiliated To* : আবেদনকারীর প্রাথমিক বিবরণ/Applicant's Basic Details : আবেদন কারীর নাম : Applicant's Name* জন্ম তারিখ DOB*(dd/mm/yyyy) Father's Name* : 11. মাতার নাম : Mother's Name*: 12 পিতা-মাতা উভয়েই মত: Both Father & Mother Deceased* : ি হ্যা/Yes ি না/ No 13. আইনি অভিভাবকের নাম : Legal Guardian's Name : 14. অভিভাবকের সঙ্গে সম্পর্ক 15. আবেদনের পরিচায়ক সংখ্যা : (২০ অক্ষরে) Application ID [20 digits] [ID will be generated while entering this application in e-portal, i.e., 16. আবেদনকারীর বৈবাহিক স্থিতি : অবিবাহিত UN-MARRIED Applicant's Martial Status: 17. প্রতিবন্ধী : যদি হাাঁ হয়, শতকরা প্রতিবন্ধকতা (প্রতিবন্ধী শংসাপত্র আনুযায়ী) 🗌 হাঁi/Yes 🔲 না/ No 🏻 If yes, percentage of Disability : (as per disability certificate) Differently Abled : 🔲 সাধারণ / General 🔲 তপশিলী জাতি/SC 🔲 তপশিলী উপজাতি /ST 🔲 অন্যান্য অনগ্রসর শ্রেণী / OBC 18. জাতি /Caste* ্র অন্যান্য/Other ি হিন্দু/Hinduism ি ইসলাম/Islam ি বৌদ্ধ/Buddhism ি শিখ/Sikhism ি খ্রিষ্টান/Christianity 19. ধর্ম /Religion*: ☐ অন্যান্য/Other ্র্যা/Yes না/ No. হাাঁ হলে, আধার নং : 20. আধার কার্ড / AADHAR Card : If yes, AADHAR No. : 21. অভিভাবকের ভোটার পরিচিতিকার্ড নং / Guardian's Voter ID Card No. 22. পরিবারের বার্ষিক আয়/Annual Family Income*: Rs.

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শংসাপত্র/Unmarried of ব্যান্ধ প্রমাণের শংসাপত্র/Age pro পিতা-মাতার মৃত্যুর শংসাপত্র/Par	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে : Currently Residing at JJ Home : হাঁ হলে//f Yes জেলা : District : জে জে গৃহ : JJ Home : না হলে /ff No গৃহের নং : HouseNo. : রাজ্য/পথ : Road/Street : ভাকঘর : Post Office : থানা : Police Station : রক/পৌরসভা : Block/Municipality : ভেলা : District : পিন কোড : Pin : ইয়ী ঠিকানা Permanent Address* : বর্তম্বর নং : HouseNo. : রাজ্য/পথ : Road/Street : ভাকঘর : Post Office : থানা : Police Station : ররজ্/পৌরসভা : Block/Municipality : ভোকঘর : Post Office : থানা : Police Station : রক/পৌরসভা : Block/Municipality : ভোলা : District : পিন কোড : Pin : प্রভাব/মোবাইল নং /Phone/Mobile No.* ব্যান্ধের বিশ্বদ বিবরণ / Bank Details : ব্যান্ধের বিশ্বদ বিবরণ / Bank Details : ব্যান্ধের বিশ্বদ বিবরণ / Bank Details : ব্যান্ধের নাম/Bank Name* : শাখার ঠিকানা /Branch Address* : ব্যান্ধের নাম/Bank Name* : শাখার ঠিকানা /Branch Address : ব্যান্ধের নাম/Bank Name* : শাখার ঠিকানা /Branch Address : ব্যান্ধের নাম/Bank Name* : শাখার ঠিকানা /Branch Address : ব্যান্ধের নাম/Bank Name* : শাখার কিলানা /Branch Address : ব্যান্ধের নাম/Bank Name* : শাখার কিলানা /Branch Address : ব্যান্ধের নাম/Bank Name* : শাখার কিলানা /Branch Address : ব্যান্ধের নাম/Bank Name* : ব্যান্ধর নাম/Bank Name* : বর্তমানের বিশ্বনার স্বর্তমানির মান্ধর নাম/Bank Name* : বর্তমানের বিশ্বনার স্বর্তমানির মান্ধর নাম/Bank Name* : বর্তমানের বিশ্বনার বিশ্বনার স্বর্তমানির মান্ধর নাম/Bank Name* : বর্তমানের বিশ্বনার স্বর্তমানির বিশ্বনার ব	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে :	Present Address*: বর্তমানে জে জে গৃহে বাস করিতেছে: ব্র্যা/Yes Currently Residing at JJ Home: হাঁ হলে/If Yes জেলা: District: ব্রুল্ জে গৃহ: JJ Home: না হলে /If No গৃহের নং: HouseNo.: রাজ্য/পথ: Road/Street: ব্রুল্ প্রেল্ ভা Police Station: বর্তমান ও স্থার District: পিন কোড: Pin: ইয়ী ঠিকানা Permanent Address*: বর্তমান ও স্থার প্রির্লিক বং HouseNo.: রাজ্য/পথ: Road/Street: বর্তমান ও স্থার গৃহের নং: HouseNo.: রাজ্য/পথ: Road/Street: বর্তমান ও স্থার প্রির্লিক বির্লিক বির্লিক পিনিক কিটে ভাকঘর: Post Office: বর্তমান ও স্থার প্রার্লিক বির্লিক বির্লিক পিনিক কিটে ভালা: District: পিন কোড: ভালা: আ্যান্ধের বিশ্বন বির্লিক / Bank Details: ব্যান্ধের নাম/Bank Name*: শাখার ঠিকানা / Branch Address*: আ্যান্ধের নাম/Bank Name*: শাখার কিনানা / Branch Address*: আ্যান্ধের নাম/Bank Name*: শাখার ঠিকানা / Branch Address*: আ্যান্ধেন্টেন্ড ক্ষেল্যেলিজ হল/Suppor নথি সংযোজিত হল [যেটি প্রযোজ্য] / Enclosed Doc আবিবাহিত শংসাপত্র/Unmarried Certificate বিয়স প্রমাণের শংসাপত্র/Age proof Certificate বির্লিণ ভানাতার মৃত্যুর শংসাপত্র/Parents' Decea ভারিখ	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে :	Present Address*: বর্তমানে জে জে গৃহে বাস করিতেছে: বর্তমানে জে জে গৃহে বাস করিতেছে: ইয়া হলে//f Yes জেলা: District: জে জে গৃহ: JJ Home: না হলে //f No গৃহের নং: HouseNo.: রাজ্য/পথ: Road/Street: ডকষর: Post Office: থানা: Police Station: রুক/গৌরসভা: Block/Municipality: জেলা: District: পিন কোড: Pin: ইয়ী ঠিকানা Permanent Address*: বর্তমান ও স্থায়ী ঠিকানা গৃহহের নং: HouseNo.: রাজ্য/পথ: Road/Street: ডকষর: Post Office: ভিকমন ও স্থায়ী ঠিকানা Permanent Address*: ব্যালির নিম্নি কিন্তা: Block/Municipality: জেলা: ভিকমের নিম্নি কিন্তা: ভিচেং/গৌরসভা: Block/Municipality: জেলা: ত্যাক্রের বিশ্বন বিবরণ / Bank Details: ব্যান্কের বিশ্বন বিবরণ / Bank Details: ব্যান্কর বিশ্বন বির্বন বিশ্বন বিশ্বন বির্বন বির্বন বির্বন বিশ্বন বির্বন বির্বন বির্বন	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে : বর্তমানে জে জে গৃহ : JJ Home : District : জে জে গৃহ : JJ Home : বর্তমানে জে জে গৃহ : JJ Home : বর্তমানে জে জে গৃহ : JJ Home : বর্তমানে জিল করের : Post Office : বর্তমানে ভি ত্রমান	Present Address*: বর্তমানে জে জে গৃহে বাস করিতেছে: বিয়া/Yes না/ No Currently Residing at JJ Home: হাঁ হলে/II Yes জেলা:	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে :	Present Address* : বর্তমানে জে জে গৃহে বাস করিতেছে :	Present Address*: বর্তমানে জে জে গুহে বাস করিতেছে: বর্তমানে কে জে গুহে বাস করিতেছে: বর্তমানে কে জে গুহে বাস করিতেছে: বর্তমানে কে জে গুহে বাস করিতেছে: বর্তমানে কে জে গুহে বাস করিতেছে: বর্তমানে কে জে গুহ জেলা: District : বর্তমানে কি লালা লা হলে //f No গুহের নহ : HouseNo.: রাজ্য/পথ: Post Office : ব্যানা: Police Station : বর্তমান ও স্থানী ঠিকানা একই /Same as P গুহের নহ : HouseNo.: রাজ্য/পথ: Premanent Address* : বর্তমান ও স্থানী ঠিকানা একই /Same as P গুহের নহ : HouseNo.: রাজ্য/পথ: Road/Street : বর্তমান ও স্থানী ঠিকানা একই /Same as P গুহের নহ : HouseNo.: রাজ্য/পথ: Road/Street : বর্তমান ও স্থানী ঠিকানা একই /Same as P গুহের নহ : Post Office : ব্যানা: Police Station : বর্তমান ও স্থানী ঠিকানা একই /Same as P ভাকম্বর : Post Office : ব্যানা: Police Station : বর্তমান ও স্থানী ঠিকানা একই /Same as P যার্তমানে কি লিব কি পিন কি	Present Address*: বর্তমানে জে জে গৃহে বাস করিতেছে: ব্যা/Yes বি/No Currently Residing at JJ Home: ব্যা হলে/If Yes জেলা: District: জে জে গৃহ : JJ Home: না হলে //f No গৃহের নং : HouseNo.: রাজ্য/পথ : Road/Street: ভাকথর : Post Office : থানা : Police Station : ররু/সৌলসভা: Block/Municipality : জেলা : District : পিন কোড : Pin : ব্যাহরে নং : HouseNo.: রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ভাকথর : শিন কোড : ভাকথর : Post Office : ভাকথর : দিন কোড : ভাকথর : দিন কোড : ভাকথর :	Present Address*: বর্তমানে জে জে গুরে বাস করিতেছে: হাঁ৷/Yes না/ No Currently Residing at JJ Home: হাঁ৷ হলে/If Yes জিলা: District: জে জে গুর: JJ Home: না হলে /If No গ্রের নং: HouseNo.: রাছা/পথ: Road/Street: ভাকষর: Post Office: থানা: Police Station: রুঝ/পৌরসভা: Block/Municipality: জিলা: পিন কোড: Pin: হাঁয়ী ঠিকানা Permanent Address*: বর্তমান ও স্থায়ী ঠিকানা একই /Same as Present / গ্রের নং: HouseNo.: রাছা/পথ: Road/Street: ভাকষর: Pin: হারা গিবলা Permanent Address*: বর্তমান ও স্থায়ী ঠিকানা একই /Same as Present / জারুম্বর নং: HouseNo.: রাছা/পথ: Road/Street: ভাকষর: ভাকষর: ভাকষর: ভাকষর: ভাকষর: ভাকমর: ভারমর নিশ্লেলিকার দিলিকালি No.*: নাাাা নাাা নাাা নাাা নাাা নাাা নাাা	Present Address*: বর্তমানে জে জে পূরে বাস করিতেছে: ব্র্যা/Yes না/ No Currently Residing at JJ Home: ব্যা হলে/If Yes ভ্রেলা: District: ভ্রেলা: District: ভ্রেলে পুর: JJ Home: না হলে /If No প্রিরে নর: HouseNo.: রাজ্য/পথ: Road/Street: ভাক্ষর: Post Office: ভাক্ষর: Police Station: রুক্/পৌরসভা: Block/Municipality: ভূলা: District: পিন কোড: Pin: ভূলা বিকানা Permanent Address*: বর্তমান ও স্থায়ী ক্রিকানা একই /Same as Present Add প্রেরে নর: HouseNo.: রাজ্য/পথ: রাজ্য/পথ: Road/Street: ভাক্ষর: Post Office: ভালা: Police Station: রুক্/পৌরসভা: Block/Municipality: ভ্রেলা: District: ভাক্ষর: Post Office: ভালা: Police Station: রুক্/পৌরসভা: Block/Municipality: ভাক্ষর: ভাক্ষর: Post Office : ভালা: ভারেরের নাম/Phone/Mobile No.*: আর্জেরের নাম/Bank Name*: খাখার কিকানা /Branch Address*: ভারেরের সমর্পনে প্রমাণপর সংযোজিত হল/Supporting Documents Enclosed নিথ সংযোজিত হল [যোচি প্রযোজ্য] / Enclosed Documents [Check whichever applicabl আরিবারিক আরের শংসাপর/Junmarried Certificate প্রারিবারিক আরের শংসাপর/Family I বরস প্রমাণের মান্সার সুত্রর শংসাপর/Parents' Deceased Certificate ব্যাজ এ্যকাউন্টর ন অরিব	Present Address*: বিভাগে বিজ্ঞান কৰিলেছে: বিভাগিপ্ত বান / No Currently Residing at JJ Home: বা হলে/If Yes ভোৱা: District: ভোৱা: JJ Home: না হলে /If No গৃহেৰ নব: HouseNo.: বাজ্ঞাপথ: Road/Street: ভাক্ষর: Police Station: ক্রান্থেনিকলা: Block/Municipality: ভোৱা: District: পিন কোড: Pin: ভাক্ষর: Post Office: বাজ্ঞাপথ: Road/Street: ভাক্ষর: Pin: ভাক্রান্থিত বিজ্ঞান Permanent Address*: বভিন্নান ও স্থানী ঠিকানা একই /Same as Present Address গ্রেক্তা করিলেই ভাক্তির নব: HouseNo.: রাজ্ঞাপথ: Road/Street: ভাক্ষর: ভাক্রান্থেনিকলা Police Station: রাজ্ঞাপথ: Road/Street: ভাক্ষর: ভাক্তের নহ: Post Office: বাল: ভাক্রান্ত্র প্রান্থান্থান ভাক্রান্তর: Police Station: রাজ্ঞাপথ: Road/Street: ভাক্রর: ভাক্রেনা Police Station: রাজ্ঞাপর: বিজ্ঞান ভাক্রন: Post Office: বাল: ভাক্রন: ভাক্রেনা স্বান্ধ্রেনিকলা Planch Address*: বালের নাম/Bank Name*: খাণার নাম/ Branch Name*: খাণার নাম/ Branch Name*: খাণার নাম/ Branch Name*: খাণার নাম/ Branch Name*: আরভেন্টিন নর্ব্র/Account No*: ভাইৣএক্.এক.কেল্/দিচি Code*: বিজ্ঞানা স্বির্বান্ধিত খাল্গান্ধ/Infarifice আর্নের্বান্ধিক আরেন্ধন খাল্গান্ধ/Parmity/ Incoreased Certificate বিজ্ঞান মান্ধ্রেনির স্বান্ধ্রান্ধ্রান্তিটিকেন নিথিবর ভাবিধি আর্নিক	Present Address*: বর্তমান করিছেছে: ব্রা/Yes ব্রা/No Currently Residing at JJ Home: ইয়া হলে/If Yes (জলা: (জলা:	Present Address*: বহঁমানে জে জে পূহে বাম করিলেছে: বহঁমানে জে জে পূহে বাম করিলেছে: বিয়া/Yes বাম সিল বিশ্বন বিশ্ব	Present Address*: ব্রহাণ করিতেছে: ব্রহাণ প্রত্যা করে বিশ্বালয় বার্টি বিশ্বালয় বার্টি করিলা ব্রহাণ বিশ্বালয় বার্টি করিলা ব্রহাণ বর্ষার বার্টি করিলা ব্রহাণ বর্ষার বার্টি করিলা বর্ষার বার্টি করিলা বর্ষার বার্টি করেলা বর্ষার বার্টি করিলা বর্ষার বার্টি করেলা বর্ষার বার্টির বার্টি করেলা বর্ষার বার্টির বির্টির বার্টির বির্টির বার্টির বার্টির বির্টির বার্টির বার্টির বার্টির বির্টির বার্টির বির্টির বার্টির বির্টির বার্টির বির্টির বার্টির বির্টির বার্টির বির্টির বার্টির বার্টির বার্টির বির্টির বার্টির বার্টির বার্টির বির্টির বার্টির বির্টির বার্টির বির্	Present Address*: ব্ৰহ্মান কৰিচেছে: বিশ্বাপি স্থান স্থানিত হৈ কৰিমান কৈ ক্ৰেপ্ত পূৰ্বে বাস কৰিচেছে: বিশ্বাপি স্থান স্থানিত কৰিচেছে: বিশ্বাপি স্থান স্থানিত বিশ্বাপি স্থান স্থানিত বিশ্বাপি স্থান স্থানিত কৰিচেছে বিশ্বাপি স্থানিত কৰিচেছে বিশ্বাপিক স্থানিত কৰিচেছেল বিশ্বাপিক স্থানিত কৰিচেছেল বিশ্বাপিক স্থানিত বিশ্বাপিক স্থানিত কৰিচেছেল বিশ্বাপিক স্থানিত কৰিচেছেল বিশ্বাপিক স্থানিত কৰিচেছেল বিশ্বাপিক স্থানিত বিশ্বাপিক বিশ্বাপিক স্থানিত বিশ্বাপিক বিশ্বাপিক স্থানিত বিশ্বাপিক স্থানিত বিশ্বাপিক স্থানিত বিশ্বাপিক বিশ্বাপিক স্থানিত বিশ্বাপিক বিশ্বাপিক স্থানিত বিশ্বাপিক বিশ্বাপিক স্থানিত বিশ্বাপিক স্থা	Present Address*: কঠিমনে কৈ জে গুনি বাস করিছেছে: ক্রিল্পা: District: ক্রেল্পাই: Ji Hom গুনিরের ন: HouseNo.: রাজ্য/পথ: রাজ্য/পথ: রাজ্য/পর্যালা Permanent Address*: ভাক্যর: ভাল্যর: ভ	Present Address* : বহঁমানে তে জেগুনে সাম করিকেছে : বহঁমান তৈ জেগুনে সাম করিকেছে : বহঁমান তি জেগুনে সাম করিকেছে : বহঁমান তি জাল : ইয়া হয়ে/// Yes জেজা: District : (ত্ব তে পুত্র: JJ Home: JJ Home: আহলে // No ব্যৱের বং : HouseNo. : রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ব্যালা : District : কিন কোভ : কুলা : District : কিন কোভ : কুলা : Block/Municipality : রাজ্য/পথ : Road/Street : ভাকথর : Permanent Address* : অর্থনা ও স্থান্নী ঠিকানা একই /Same as Present Address ব্যৱের বন : HouseNo. : রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ব্যালা : Police Station : রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ব্যালা : Police Station : রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ব্যালা : Police Station : রাজ্য/পথ : Road/Street : ভাকথর : Post Office : ব্যালা : প্রকল্যে/মোর্লিটির বিশ্বর / Bank Details : ব্যালের কিন্যা / Branch Name* : শাধার নিকনা প্রালিক বিকনা প্রালিক শাধার নিকনা প্রালিকনা বাবের শাধার নিকনা প্রালিক শাধার নিকনা প্রালিক শাধার নিকনা প্র	Present Address* : ্থিয়াবলে হৈ জে গুহুৰ যান ভাইলেছে : বুঁল্ল/Yes না/ No (ফলা) দিবলালৈ বা JJ Home : থা হলে// Yes (ফলা :	Present Address* : বহঁমানে জে প্ৰযুক্ত মান কৰিলেহে : বহঁমানে জে প্ৰযুক্ত মান কৰিলেহে : বহঁমানে জে প্ৰযুক্ত মান কৰিলেহে : বহঁমান পৰি জন্ম কৰিলেহে : বহঁমান পৰি জনম কৰিলেহে : বহঁমান পৰি জনম কৰিলেহে : বহঁমান কৰিলহে : বহঁমান কৰে : বহঁমান কৰিলহে : বহঁমান কৰি	Present Address* : কঠিয়াক কৈ ক্লিক্টেল্ড বিশ্বতি ব	Present Address : ব্ৰহ্মেন কৰিছেছে : ব্ৰহ্মাণ্ড বিশ্বন্ধ বিশ্বন্	Present Address': কৰ্মানে যে যে বাহৰ সৰ কৰিছেক। বাহা/Yes বা/Yes বা/Yes বা/Yes (ফলা: বাহৰ বাহৰ সৰ্বাহৰ সৰ্বাহৰ সৰ্বাহৰ বাহৰ বাহৰ বাহৰ বাহৰ বাহৰ বাহৰ বাহৰ	Pesent Address* : ব্যালে বিশেষ বিশ্বনাথ : বিশ্বনাথ কিলেন বিশ্বনাথ : বিশ্বনাথ কিলেন বিশ্বনাথ : বিশ্বনাথ কিলেন বিশ্বনাথ : বিশ্বনাথ কিলেন বিশ্বনাথ : বিশ্বন	Present Address* : **********************************

A. পিতা মাতা ও আইনি অভিভাবকের ঘোষণা /Parer	nt's / Legal Guardian's Declaration :
	ে পিতা/মাতা/আইনি অভিভাবক। এই বৃত্তি পাবার জন্য আমি তার পক্ষে আবেদন করছি।
	didate mentioned in this application and apply for this scholarship on her behalf.
আমি আরও ঘোষণা করছি যে সে অবিবাহিত এবং আমার বা	
I also declare that she is un-married and my gross fam	
also declare that she is un-married and my gross fam	illy income is Rs. 1,20,000/- or less per annum.
তারিখ :	
Date :/	পিতা/মাতা/আইনি অভিভাবকের স্বাক্ষর /বাম হাতের বৃদ্ধাঙ্গুলের ছাপ Signature/left thumb impression of parent/legal guardian
B. প্রতিষ্ঠানের প্রধানের শংসাপত্র /Certification by	
আমি, প্রতিষ্ঠানের প্রধান, এতদ্বারা ঘোষণা করছি যে,	
পিতা/আহীন আভ্ভাবক	। সে এই স্কুলের ছাত্রী। এই প্রতিষ্ঠানের নথি অনু দ নিয়মিতশ্রেণীতে/কোর্সে উপস্থিত থাকে।
প্রার্থীর জন্মের তারিখ/এবং সে	দ নিয়মিতক্রণীতে/কোর্সে উপস্থিত থাকে।
I, HOI hereby certify that	
	is a student of this Institution.As per this institution
	and she is regularly attending in Class/Course
আমি এতদ্বারা ঘোষণা করছি যে	এর পিতামাতা উভয়েই আ
এবং তার সমর্থনে প্রমাণপত্র দাখিল করা হল।	
I hereby declare that the parents of	a
deceased and supporting documents have been	n given.
তারিখ :	 অফিসের শীল সহ প্রতিষ্ঠানের প্রধানের স্বাক্ষর
Date :/	Signature of Head of the Institution with Office sea
Bate :	digitature of fread of the institution with office sea
C. জে জে হোমের সুপারিনটেনডেন্টের শংসাপত্র/Certi	ification by Consumtandant of II Hama
ত. জে জে হোমের সুগারিনটেনডেন্ট মোষণা করছি যে	
আমি জে জে হোমের সুসারিনটেনডেন্ড খোবণা করাছ বে	। সে এই জে জে হোমে বসবাস করিতেছে এবং সে অবিবাহিত।
অভিভাবক	। সে এই জে জে হোমে বসবাস কারতেছে এবং সে আববাহিত। hat daught
ward ofunmarried.	is presently residing in JJ Home and she
unnameu.	
তারিখ :	অফিসের সীল সহ জে.জে. হোমের সুপারিন্টেডেন্টের স্বাক্ষর
	<u> </u>
Date :/	Signature of Superintendent of JJ Home with office Se
তারিখ :	Signature of Superintendent of JJ Home with office Se propriate Certifying Authority : , পিতা/আইনি অভিভা
Date :// D. উপযুক্ত কড়পক্ষের শংসাপত্র /Certification of App	Signature of Superintendent of JJ Home with office So propriate Certifying Authority : পিতা/আইনি অভিভা
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে,	Signature of Superintendent of JJ Home with office Se
Date ://	Signature of Superintendent of JJ Home with office Se propriate Certifying Authority : , পিতা/আইনি অভিভা- এই ঠিকানায় বাস করে । daughter/ward of residing at
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে, I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married	Signature of Superintendent of JJ Home with office So propriate Certifying Authority : , পিতা/আইনি অভিভা- এই ঠিকানায় বাস করে । daughter/ward of residing at গ্যা/Yes
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে,	Signature of Superintendent of JJ Home with office Se propriate Certifying Authority : , পিতা/আইনি অভিভা- এই ঠিকানায় বাস করে । daughter/ward of residing at গা/Yes
Date ://	Signature of Superintendent of JJ Home with office Secondaria Certifying Authority :, পিতা/আইনি অভিভা এই ঠিকানায় বাস করে ।daughter/ward of residing at । । । । । । । । । । । । । । । ।
Date :// D. উপযুক্ত কড়পক্ষের শংসাপত্র /Certification of App আামি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট The gross annual income of her parents / guardia	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :, পিতা/আইনি অভিভা এই ঠিকানায় বাস করে । daughter/ward of residing at হাা/Yes
Date:// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত।	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority : এই ঠিকানায় বাস করে ৷ daughter/ward of residing at হাা/Yes
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority : এই ঠিকানায় বাস করে ৷ daughter/ward of residing at হাা/Yes
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে, I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :, পিতা/আইনি অভিভা এই ঠিকানায় বাস করে । daughter/ward of residing at আঁ/Yes
Date:// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত।	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority : এই ঠিকানায় বাস করে ৷ daughter/ward of residing at হাা/Yes
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :, পিতা/আইনি অভিভা এই ঠিকানায় বাস করে । daughter/ward of residing at আঁ/Yes
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :
Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিচ্ছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p তারিখ :	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority :
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Date :// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতঘারা শংসাপত্র দিছি যে I, hereby certify that প্রার্থী অবিবাহিত The candidate is Un-married পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। The Candidate is more than 40% disabled as p তারিখ : Date :/	Signature of Superintendent of JJ Home with office Sectoropriate Certifying Authority :
Date:// D. উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of App আমি এতদ্বারা শংসাপত্র দিছি যে, II, hereby certify that, প্রার্থী অবিবাহিত The candidate is Un-married ☐ পিতা-মাতার/অভিভাবকের মোট বার্ষিক আয় ১,২০,০০০ ট্ The gross annual income of her parents / guardia শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত । The Candidate is more than 40% disabled as p তারিখ : Date :/	Signature of Superintendent of JJ Home with office Sopropriate Certifying Authority:

প্রশাসনিক ব্যবহারের জন্য/Administrative use :		
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সাধারণ নির্দেশাবলী / General Instructions :

- a) *চিহ্নিত ক্ষেত্রগুলি আবশ্যিক এবং অবশ্যই পূরণ করতে হবে। (*Marked fields are mandatory & must be filled).
- b) প্রত্যেকটি ক্ষেত্র ইংরাজীর বড় হরফে পূরণ করতে হবে। (All fields are to be filled up in English Block letters).
- c) প্রত্যেকটি বাক্সে একটি অক্ষর/সংখ্যা লিখতে হবে। (Put one (1) character /letter/number in each box).
- d) প্রতি নাম ও পদবীর মধ্যে একটি বাক্স ফাঁকা রাখতে হবে। (One box should be left between first name & middle name and middle name & last name).
- e) প্রতিষ্ঠানের / স্কুলের প্রধান কে DISE /সমতুল্য কোড দিতে হবে। (DISE/Equivalent code to be provided by Head of the Institution/School).
- f) তারিখ দিতে হবে দিন/মাস/বছরের ছকে। (Any date should be given in the DD/MM/YYYY format).
- g) সমন্ত সমর্থিত প্রমাণপত্র, ছবি, আবেদনপত্রের সঙ্গে অবশাই দিতে হবে। (All supporting documents, photo must be provided with the Application Form).
- h) সমস্ত তথ্য ক্ষেত্রগুলি অবশ্যই পূরণ করতে হবে। যে সমস্ত ক্ষেত্রগুলি প্রার্থীর জন্য প্রযোজ্য নয় যেগুলিতে প্রযোজ্য নয় লিখতে হবে। (All information fields MUST be filled in. Where fields are not applicable to the candidate, these should be marked as Not Applicable).
- i) যে ক্ষেত্রগুলি প্রযোজ্য সেখানে (√) দিতে হবে যেখানে প্রযোজ্য নয় সেখানে (x) দিতে হবে। (Boxes should be marked with a check (√) when applicable and a cross (x) when not applicable).
- j) Eligibility Criteria : মনোনীত হইবার যোগ্যতা :
- i) মেয়েটির বয়স ১৩ থেকে ১৮ বৎসরের মধ্যে হতে হবে (The girls should be of age 13 years to 18 years)
- ii) মেয়েটিকে অবশ্যই অবিবাহিত হতে হবে। (Martial Status : The applicant must be unmarried.)
- iii) আবেদনকারীকে অবশ্যই নিম্নলিখিত শিক্ষাকেন্দ্রের সহিত যুক্ত থাকিতে ইইবে। (The applicant must be enrolled in one of the following educational institution.)
 - 1) বিদ্যালয়, মাদ্যাসা অথবা তৎসমতুল মুক্ত বিদ্যালয়ের শিক্ষাক্রমে অউম শ্রেণীতে পাঠরত/ In Class VIII and above in a school, madrasah or equivalent open school course.
 - 2) কলেজ অথবা তৎসমতুল মুক্ত বিদ্যালয় শিক্ষাক্রমে পাঠরত / College or equivalent open University course.
 - 3) বৃত্তিমূলক/কারিগরী/শিল্প সংক্রান্ত প্রশিক্ষণ পাঠক্রমে পাঠরত/Vocational / technical / industrial training centre.

দ্রস্টব্য : অস্টম শ্রেণীতে পাঠরত থাকার নুন্যতম যোগ্যতা ৪০% বা তার বেশী প্রতিবন্ধকতাযুক্ত কিশোরীর ক্ষেত্রে শিথিলযোগ্য/Note : Criteria of minimum Class VIII is waived if the applicant has special needs (disability 40% or more)

- iv) আবেদনকারীর পারিবারিক বার্ষিক আয় ১,২০,০০০/- টাকার বেশী হবে না। এই শর্তটি শিথিলযোগ্য, যদি / The applicant's household income should not be more than Rs. 1,20,000/- per annum. The condition is waived if
 - 1) আবেদনকারীর মা ও বাবা দুজনেই মারা গিয়েছে /the applicant has lost both parents or 2) আবেদনকারী ৪০% বা তার বেশী প্রতিবন্ধকতাযুক্ত/the applicant has special needs (with disability 40% or more) or 3) আবেদনকারী বর্তমানে জে.জে. হোমের বাসিন্দা হন/is currently residing in a LL Home

দ্রস্টব্য : অন্য সূত্র তথা সরকারী প্রকল্পে বৃত্তিপ্রাপকরাও কন্যাশ্রী প্রকল্পের আবেদন করতে পারবেন।

NOTE: Candidates receiving scholarships from other sources, including government schemes ARE ELIGIBLE to apply for Kanyashree Prakalpa benefits.

- k) Certification of eligibility : যোগ্যতা সংক্রান্ত শংসাপত্র :
 - i) বয়স : শুধুমাত্র পঞ্চালেত/পৌরসভা কর্তৃক প্রদন্ত জন্ম শংসাপত্র। যদি আবেদনকারী বর্তমানে জে. ছে. হোমে বাস করেন, সেক্ষেত্রে তার বয়সের প্রমাণপত্র শিক্ষাপ্রতিষ্ঠানের প্রধান দেবেন। / Age : Birth Certificate issued by appropriate Panchayat/Municipal authorities only. However, if the applicant is currently resident of a J.J. Home and does not have a birth certificate, age may be certified by the Head of Educational Institution.
- ii) শিক্ষা প্রতিষ্ঠানে অন্তর্ভুক্তিকরণ। শিক্ষা প্রতিষ্ঠানের প্রধান শংসাপত্র দেবেন। / Enrollment in educational Institution : Declaration by Head of Institution.
- iii) আয়ের শংসাপত্র : নিয়োগকারী কর্তৃক প্রদন্ত বেতন সংক্রান্ত শংসাপত্র, অথবা নিজের ঘোষণাপত্র, যথাযথ কর্তৃপক্ষের দেওয়া শংসাপত্র।/Income Certification : Salary certificate furnished by employer or Self-Declaration. Certification by appropriate authorities.
- l) প্রয়োজনীয় হলে অতিরিক্ত শংসাপত্র : /Additional Certificates (as applicable)
- i) আবেদনকারী ৪০% বা তার বেশী প্রতিবন্ধকতা যুক্ত হলে যথাযথ কর্তৃপন্দের কাছ থেকে প্রতিবন্ধকতার শংসাপত্র নিতে হবে। / Certificate of Disability furnished by appropriate authority (if applicant is specially-abled with 40% or more disability)
- ii) যদি আবেদনকারী বর্তমানে জৈ.জে. হোমে বাস করেন, জে.জে. হোমের অধীক্ষকের কাছ থেকে বাসিন্দা সংক্রান্ত শংসাপত্র নিতেহবে।/ Certificate of residence by Superintendent of J.J. Home (If applicant is currently reisdent of a J.J. Home)
- iii) যদিপিতা ও মাতা উভয়েই মৃত হন, পিতা ও মাতার মৃত্যু সংক্রান্ত শংসাপত্র জমা দিতে হবে।/ Death Certificate of mother and father (if both parents are deceased)
- m) যথাযথ শংসাপত্র প্রদানকারী কর্তৃপক্ষ : / Appropriate Certifying Authority :
- i) রাজ্য সরকার অথবা কেন্দ্রীয় সরকারের 'ক' শ্রেণীভূক্ত আধিকারীক যিনি আবেদনকারীর এলাকার বাসিন্দা অথবা ঐ এলাকায় কর্মরত আছেন। Group-A Officer of State Government or the Government of India who is either posted in the area, or is a resident of the area of residence of the applicant.
- ॥) আবেদনকারীর এলাকার বিধায়ক অথবা সাংসদ। / Member of Parliament, Member of Legislature of the area of residence of the applicant.
- III) আবেদনকারীর এলাকা পৌরসভায় হলে কাউপিলার, গ্রাম পঞ্চায়েত হলে প্রধান। / Councilor of ward of the municipal areas, Gram Panchayat Pradhan of the area of residence of the applicant.

Appendix II

Application Form for One-Time Grant (K2)

Year : 2015-16			Government of West Bengal														Serial No. K2										
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8.	আবেদন কারীর নাম :		_	প্রথম	(Fir	st)	_	_	_			মধ্য	(Mic	dle)				_	_		পদ	বি (L	_ast)	,		
_	Applicant's Name* :							Ш	L	<u> </u>							Ш		Ш	\perp		\perp		Ш	\perp	Ш	
9.	জন্ম তারিখ :		\top	\top		T																					
10	DOB*(dd/mm/yyyy) পিতার নাম :			eleke	/Eir	·+\						হাপ্ত	/h/i:	ماماء	- \							опа	G /I	_ast)			
10.	াসভার শাম : Father's Name* :			প্রথম	(FIR	st)	_	П	_	_	-	4(1)	(Mi	aaie	³) 	_	$\overline{}$		П	-	_	714	14 (I	₋asι, I I	'	-	
11	ramers ivame . মাতার নাম :	ш	Щ,	 প্রথম	(Fire	L st)		Ш	L	_	Щ	মুধা	(Mi	ddl.	5) T		Ш		Ц			প্রাদ	 বি /।	_ast)		ш	
	Mother's Name* :	\Box	丁	1	<u> </u>	Ť	Т	П	Γ	Τ	П	1	\ <u>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</u>	1	1	T	П		П	\neg	\top	1	Τ'	T	\top	\Box	
12.	পিতা-মাতা উভয়েই মৃত :					-			_	_									_			•	•				
	Both Father & Mother Deceased	* : 🗌 ಶಿ	ñ/Ye	s	;	না/ I	No																				
13.	আইনি অভিভাবকের নাম :				(Fi	rst)						মধ	ī (M	idd	e)							পদ	বি (I	_ast)		
	Legal Guardian's Name :			\Box	Ì	ľ						I	Ï	Ι	Ĺ					I	I	Ι	Ľ		\perp		
14.	অভিভাবকের সঙ্গে সম্পর্ক :					Ť	T	Ť	ń	ī	$\overline{}$	\exists	$\overline{\Box}$			$\overline{}$	_	\neg	ī	$\overline{}$	Ŧ	ī	$\overline{}$	$\overline{}$	$\overline{}$	$\overline{}$	ı
_	Relationship with Guardian :		ш			_		_	닏				_					_	_		_				_		1
15	আবেদনের পরিচায়ক সংখ্যা : (২০ অক্ষরে		T				T	T	T	T	T	T	T	Ť	Ť	T	T	T	T	٦							
	Application ID [20 digits]	[ID v	vill b	e qe	nera	ted	whi	le er	nteri	ng i	this	apı	plica	atior	n in	e-p	orta	d, i.	e	ᆜ ww\	v.wt	oka	nyas	shre	e.qa	ov.in1	
4.0				3-						9	-	-11				. 1		,	-,				,		.5	u	L
	আবেদনকারীর বৈবাহিক স্থিতি : Applicant's Martial Status :	অবিবাহি UN-MA		ΕD																							
		O IN-INIA	WINTS!	בט																					_		
17.	প্রতিবন্ধী :			_				যদি হঁ												~					L		
	Differently Abled:	∐ হাঁ/				/ N	_				cent	_	-						_								
18.	জাতি /Caste*	∐ সাধ	ারণ /	Ger	eral		_ ত	পশিলী	জাতি	হ}/S	С		_ ত	পশিৰ্	ণী উ∙	পৰ্জা	ত / গ	ST		অন	प्रभा	অনঃ	াসর	শ্ৰেণী	/ O	вс	
		🗌 অন	্যান্য/	Othe	rs																						
40	of Delinion*.		,		-	٦,,		./I. I			<u>~</u>	-/-		L:		٦٢	inst 1 -	Silv		г	ده[/C'				
19.	ধর্ম /Religion* :	_ `		iduis		_ হ	শলাম	/ ISIa	m	Ш	বোদ্ধ	1/ BI	udd	nısr	n L	_ *	1খ/ S	ikh	ısm	_	기 [종]	છાન,	Chi	ıstıa	ınıty		
		∐ অন	ঢ়ান্য/	Othe	rs																						
20.	আধার কার্ড / AADHAR Card :	🗌 খাঁ/	Yes		না/	No.	অ	াধার ব	চার্ডে	র নং	রর (য	াদি থ	থাকে)/	Г	Τ			Ιſ	Т	Т	Т	7	\Box	Т	\top	1
								, yes							-	_	_				•	_	_	_			•
21.	অভিভাবকের ভোটার পরিচিতিকার্ড নং /	Guardia	an's	Vote	r ID (Car	oN b	.	П	Τ	Т		П	Т	Т	Τ	1										
	ু প্রবিবাবের বার্ষিক আয়/Appual Family				_		_	Τ.		÷	•						-										

	আবেদনকারীর যোগাযোগের বিব	রণ/Applicant's Contact Details :	
23.	Currently Residing at JJ Home :	:	
	হাঁ৷ হলে/If Yes জেলা : District : জে জে গৃহ : JJ Home :]
	না হলে /If No গ্হের নং : HouseNo. : রাজ্য/পথ : Road/Street : ডাকঘর : Post Office : থানা : Police Station : ব্লক/পৌরসভা : Block/Municipality : জেলা : District : পিন কোড :]
24.		: 🔲 বৰ্তমান ও স্থায়ী ঠিকানা একই /Same as Present Address	
	গৃহের নং : HouseNo. : রাজ্য/পথ : Road/Street : ডাক্ষর : Post Office : থানা : Police Station : রুক/পৌরসভা : Block/Municipality : জেলা :]
25.	District : পিন কোড : Pin : দুরভাষ/মোবাইল নং / Phone/Mobile N		J
	ব্যাক্টের বিশদ বিবরণ / Bank Deta		٦
27. 28. 29.	ব্যাদ্ধের নাম/Bank Name* : শাখার নাম / Branch Name*: শাখার ঠিকানা /Branch Address*: এ্যাকাউন্ট নম্বর/Account No*: আই.এফ.এস. কোড/IFS Code*:	ত হল/Supporting Documents Enclosed]]]]
31.		inclosed Documents [Check whichever applicable] : অবিবাহিত শংসাপত্র/Unmarried Certificate	_

	ঘোষণা/Declaration :		
۸.	প্রার্থীর ঘোষণা /Candidate's Declaration : আমি ঘোষণা করছি যে এই আবেদনপরে বর্ণিত প্রার্থী আমি এবং উপরে উল্লিখিত বর্ণনা I declare that I am the candidate mentioned in this application an income is 1,20,000/- or less per annum.		
	তারিখ : Date :/	প্রার্থীর স্বাক্ষর : Signature of candidate :_	
 3.	প্রতিষ্ঠানের প্রধানের শংসাপত্র /Certification by Head of Institution		
	আমি, প্রতিষ্ঠানের প্রধান, এতদ্বারা শংসাপত্র দিচ্ছি যে, পিতা	এই প্রতিষ্ঠানের ছাত্রী।	
	ানতা	এবং সে নিয়মিত উপস্থিত থাকে শ্রেণীতে/কোর্সে	l Daughter/
		student of this Institution. As per this institution's	
	তারিখ :	অফিসের শীল সহ প্রতিষ্ঠানের প্রধানের স্বাক্ Signature of Head of the Institution with	
<u>.</u> Э.	জে জে হোমের সুপারিনটেনডেন্টের শংসাপত্র/Certification by Supe আমি জে জে হোমের সুপারিনটেনডেন্ট ঘোষণা করছি যে		পিতা/আইনি অভিভাবক
	I, Superintendent of JJ Home hereby declare that	। ই জে জে হোমে বসবাস করিতেছে এবং সে অবিবাহিত।	_ daughter/ward of
		is presently residing in JJ Home and she is unma	arried.
	তারিখ: Date :/	অফিসের সীল সহ জে.জে. হোমের সুপারিন্টেডেন্টে Signature of Superintendent of JJ Home w	
Э.	উপযুক্ত কতৃপক্ষের শংসাপত্র /Certification of Appropriate Certi- আামি এতদ্বারা শংসাপত্র দিচ্ছি যে	,	পিতা/আইনি অভিভাবব এই ঠিকানায় বাস করে।
	I, hereby certify thatdaug		
	প্রার্থী অবিবাহিত The candidate is Un-married 🗌 হাাঁ/Yes 🔲	না/ No	
	The gross annual income of her parents / guardians is less tha শংসাপত্র অনুযায়ী প্রার্থী ৪০% এর বেশী প্রতিবন্ধকতা যুক্ত। ☐ হাাঁ/Yes	_	
	The Candidate is more than 40% disabled as per Certificate.		
	তারিখ : Date :/	অফিসের শীলসহ যথাযথ শংসাপত্রপ্রদানকারী কর্তৃপক্ষে Signature of Appropriate Certifying Authority witl পুরো নাম/Full Name : পদ/Designation :	n Official Seal
	মবঙ্গ জনসাধারণ পরিষেবা আইন / Acknowledgement as per WBRT র নামপিতা	PS Act 2013. Serial No. : K2	
	didate's nameiding at	daughter / ward of	
Γhe 1)	following defects in the application may be rectified, urgently :	(Specify defects if any)	
,		Designated Official (HOI) (Office Se	eal)
syst	em generated Applicant ID		

[To be taken afterwards from School after entering the data in the portal]

প্রশাসনিক ব্যবহারের জন্য/Administrative use :				
Data entered into web portal by	on	/	/	
Data verified by	on			
Case sanctioned by	on	1	1	

সাধারণ নির্দেশাবলী / General Instructions :

- a) *চিহ্নিত ক্ষেত্রগুলি আবশ্যিক এবং অবশ্যই পূরণ করতে হবে। (*Marked fields are mandatory & must be filled).
- b) প্রত্যেকটি ক্ষেত্র ইংরাজীর বড় হরফে পূরণ করতে হবে। (All fields are to be filled up in English Block letters).
- c) প্রত্যেকটি বাক্সে একটি অক্ষর/সংখ্যা লিখতে হবে। (Put one (1) character /letter/number in each box).
- i) প্রতি নাম ও পদবীর মধ্যে একটি বাক্স ফাঁকা রাখতে হবে। (One box should be left between first name & middle name and middle name & last name).
- e) প্রতিষ্ঠানের / স্কুলের প্রধান কে DISE /সমতুল্য কোড দিতে হবে। (DISE/Equivalent code to be provided by Head of the Institution/School).
- f) তারিখ দিতে হবে দিন/মাস/বছরের ছকে। (Any date should be given in the DD/MM/YYYY format).
- g) সমস্ত সমর্থিত প্রমাণপত্র, ছবি, আবেদনপত্রের সঙ্গে অবশাই দিতে হবে। (All supporting documents, photo must be provided with the Application Form).
- h) সমস্ত তথ্য ক্ষেত্রগুলি অবশাই পূরণ করতে হবে। যে সমস্ত ক্ষেত্রগুলি প্রার্থীর জন্য প্রযোজ্য নয় যেগুলিতে **প্রযোজ্য নয়** লিখতে হবে। (All information fields MUST be filled in. Where fields are not applicable to the candidate, these should be marked as Not Applicable).
- i) যে ক্ষেত্রভলি প্রযোজ্য সেখানে (√) দিতে হবে যেখানে প্রযোজ্য নয় সেখানে (x) দিতে হবে। (Boxes should be marked with a check (√) when applicable and a cross (x) when not applicable).
- j) মনোনীত হইবার যোগ্যতা /Eligibility Criteria :
- i) আবেদনকারীর বয়স অবশ্যই ১৮ থেকে ১৯ এর মধ্যে হতে হবে/The applicant must be between 18 and 19 years of age.
- ii) বৈবাহিক অবস্থান : আবেদনকারী অবশ্যই অবিবাহিত ৷/ Martial Status : The applicant must be unmarried.
- iii) আবেদনকারীকে অবশ্যই নিম্নলিখিত যে কোন একটি শিক্ষা প্রশিক্ষণ কেন্দ্রের নথিভুক্ত হতে হবে।/ The applicant must be enrolled in one of the following educational institutions.)
 - 1) অষ্ট্রম শ্রেণী ও তার বেশী বিদ্যালয়, মাদ্রাসা অথবা সমতুল্য উন্মুক্ত বিদ্যালয় / In Class VIII and above in a school, madrasah or equivalent open school course.
 - 2) কলেজ অথবা তৎসমতুল মুক্ত বিদ্যালয় শিক্ষাক্রমে পাঠরত / College or equivalent open University course.
- 3) বৃত্তিমূলক/কারিগরী/শিল্প সংক্রান্ত প্রশিক্ষণ পাঠক্রমে পাঠরত/Vocational / technical / industrial training centre.
- 4) ক্রীড়া প্রশিক্ষণ কেন্দ্র/Sports Training Institute.

দুউব্য : অষ্টম শ্রেণীতে পাঠরত থাকার নূন্যতম যোগ্যতা ৪০% বা তার বেশী প্রতিবন্ধকতাযুক্ত কিশোরীর ক্ষেত্রে শিথিলযোগ্য/Note : Criteria of minimum Class VIII is waived if the applicant has special needs (disability 40% or more)

- iv) আবেদনকারীর পারিবারিক বার্ষিক আয় ১,২০,০০০/- টাকার বেশী হবে না। এই শর্তটি শিথিলযোগ্য, যদি / The applicant's household income should not be more than Rs. 1,20,000/- per annum. The condition is waived if
- 1) আবেদনকারীর মা ও বাবা দুজনেই মারা গিয়েছে /the applicant has lost both parents or 2) আবেদনকারী ৪০% বা তার বেশী প্রতিবন্ধকতাযুক্ত/the applicant has special needs (with disability 40% or more) or 3) আবেদনকারী বর্তমানে জে.জে. হোমের বাসিন্দা হন/is currently residing in a J.J. Home. জন্তব্য : অন্য সূত্র তথা সরকারী প্রকল্পে বৃত্তিপ্রাপকরাও কন্যাশ্রী প্রকল্পের আবেদন করতে পারবেন।

NOTE: Candidates receiving scholarships from other sources, including government schemes ARE ELIGIBLE to apply for Kanyashree Prakalpa benefits.

- k) যোগ্যতা সংক্রাস্ত শংসাপত্র /Certification of eligibility :
 - i) বয়স : শুধুমাত্র পঞ্চায়েত/পৌরসভা কর্তৃক প্রদন্ত জন্ম শংসাপত্র। যদি আবেদনকারী বর্তমানে জে. জে. হোমে বাস করেন, সেন্দেত্রে তার বয়সের প্রমাণপত্র শিক্ষাপ্রতিষ্ঠানের প্রধান দেবেন। / Age : Birth Certificate issued by appropriate Panchayat/Municipal authorities only. If the applicant is currently resident of a J.J.
 - Home and does not have a birth certificate, age may be certified by the Head of Educational Institution.
 ii) শিক্ষা প্রতিষ্ঠানে অভত্তিকরণ। শিক্ষা প্রতিষ্ঠানের প্রধান শংসাপ্তর দেবেন। / Enrollment in educational Institution : Declaration by Head of Institution.
 - iii) আয়ের শংসাপত্র : নিয়োগকারী কর্তৃক প্রদন্ত বেতন সংক্রান্ত শংসাপত্র, অথবা নিজের ঘোষণাপত্র, যথাযথ কর্তৃপক্ষের দেওয়া শংসাপত্র । / Income Certification : Salary certificate furnished by employer or Self-Declaration. Certification by appropriate authorities.
- l) প্রয়োজনীয় হলে অতিরিক্ত শংসাপত্র /Additional Certificates (as applicable)
- i) প্রতিবন্ধী শংসাপত্র প্রদানকারী কর্তৃপক (যদি আবেদনকারী সম্পূর্ণ বা ৪০ শতাংশের বেশি প্রতিবন্ধকতাযুক্ত হন) / Certificate of Disability furnished by appropriate authority (if applicant is specially-abled with 40% or more disability)
- ii) যদি আবেদনকারী বর্তমানে জে.জে. হোমে বাস করেন, জে.জে. হোমের অধীক্ষকের কছ থেকে বাসিদা সংক্রান্তশংসাপত্ত নিতে হবে । / Certificate of residence by Superintendent of J.J. Home (If applicant is currently resident of a J.J. Home)
- iii) পিতা-মাতার মৃত্যুর প্রমাণপত্র (যদি পিতা-মাতা উভয়েই মৃত হন)/ Death Certificate of mother and father (if both parents are deceased)
- m) যথাযথ শংসাপত্র প্রদানকারী কর্তৃপক্ষ/Appropriate Certifying Authority :
- i) রাজ্য সরকার অথবা কেন্দ্রীয় সরকারের 'ক' শ্রেণীভুক্ত আধিকারীক যিনি আবেদনকারীর এলাকার বাসিন্দা অথবা ঐ এলাকায় কর্মবত আছেন। Group-A Officer of State Government or the Government of India who is either posted in the area, or is a resident of the area of residence of the applicant.
- II) আবেদনকারীর এলাকার বিধায়ক অথবা সাংসদ। / Member of Parliament, Member of Legislature of the area of residence of the applicant.
- III) আবেদনকারীর এলাকা পৌরসভায় হলে কাউপিলার, গ্রাম পঞ্চায়েত হলে প্রধান। / Councilor of ward of the municipal areas, Gram Panchayat Pradhan of the area of residence of the applicant.

Appendix III

Simplified One-page Bank Account Opening Form



ALLAHABAD BANK

APPLICATION FOR BASIC SAVINGS BANK DEPOSIT ACCOUNT (For KANYASIIREE PRAKALPA)
(ANNUAL SCHOLARSHIP / ONE TIME GRANT)

Name of The Bank						Name of the Branch						1	Bran	ch ID			
Account No.	20 N		13				Customer ID										
UID No. (if Available)	=				-				(C	opy of the	Aadha	r card	to be en	clos	sed)	-	
Name in full in capital letters)		-											-				
Father's Name in capital letters)																	
Mother's Name in capital letters)				7	esellot.								***				
Address			Village					Mandal/	Tehsil							-	
			Post Off	fice				District									
		2	State					Pin Code			Mc No	bile .					
Sex FEMALE	Age				Date	of Bir	rth	DD	/ MM	1 / YYYY		1	,	′	/		
Education Qualification			В	elongs	to	OBC	BO		SC	ST	Gen	Re	ligion /	Min	ority		
Annual Income of I	amily	Rs.			W. 19.40	T	1	BPL C	ard N	lo.							
etails of Nominat	ion:												99				
SB A/c. No.			*			nd Add Nomin			I	Relationship	Age	of	ate of Birth the nominee ase of minor	Pers amo deat	son author unt in the e h during m	ized to revent of	eceive the my minor of nomine
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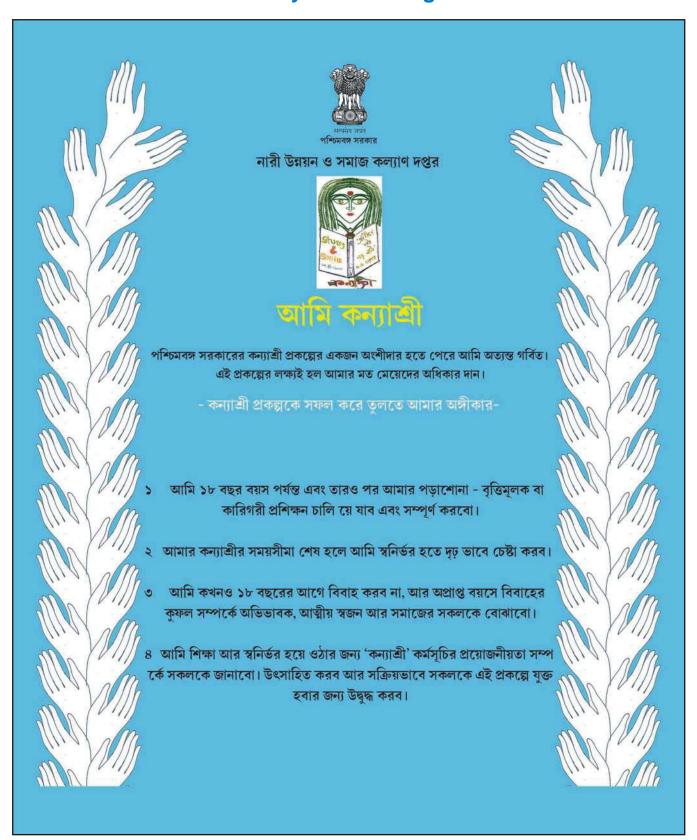
Appendix IV

Physical Verification Form

Physical Verification Form for Kanyashree Prakalpa Application ID : 19112300410130000023 Applicant Name: **MRITTIKA BALLAV** Fathers' Name : **RAM KRISHNA BALLAV MANDIRA BALLAV** Mothers' Name : Guardians' Name: **MANDIRA BALLAV BARASAT GIRLS HIGH SCHOOL** Institution Name: **SCHOOL** Institution Type : Class/ Grade : STATION ROAD BIRA, PS - ASHOKENAGAR, PO - BIRA BALLAV PARA, Address NORTH TWENTY FOUR PARGANA Pin: 743234 State: West Bengal House: Own Rented Kancha Type of House: Pacca Vehicle: Cycle Bike Car Tractor If Other, Please specify Vehicle Type Profession of Father: Unemployed Govt. Service Non-Govt. Service Agriculture ☐ Business ☐ Artisan ☐ Self Employed ☐ Other If Other, Please specify the Profession_ Govt. Service Non-Govt. Service Artisan Profession of Mother: Housewife ☐ Self Employed ☐ Other If Other, Please specify the Profession_ **Number of Family Members Declaration:** After verification of all the assets and liabilities, this is stated that i) The monthly income of the family of the applicant is ☐ 1,000/- to 5,000/- ☐ 5,000/- to 10,000/- ☐ 10,000/- to 15,000/- ☐ 15,000/- & Above ii) The Applicant is Married Unmarried The applicant is Recommended Not Recommended Name: Designation: (Signature with Seal)

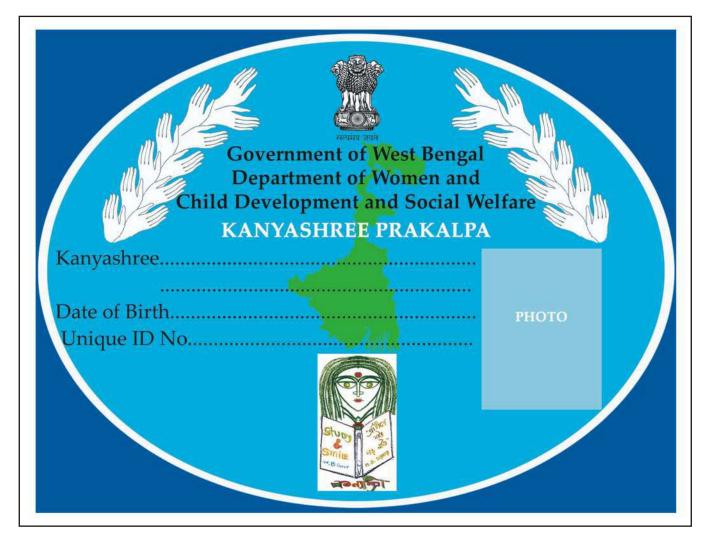
Appendix V

Kanyashree Pledge



Appendix VI

Kanyashree Identity Card



Appendix VII

Kanyashree Certificate



Government of West Bengal

BENEVALANDER SALASSER
Child Development and Women Development & Social Welfare Department

Kanyashree Prakalpa

To Whom It May Concern





District Magistrate

This is to certify that Smt. PAYEL DAS,

D/o SANJIT DAS, Residing at BARASAT BARASAT,

Block BASIRHAT MUNICIPALITY, Subdivision BARRACKPORE, District NORTH TWENTY FOUR PARGANA,

and Bank account No. 34041838102, IFSC Code SBIN0000024,

has availed of the Kanyashree Scheme of the Government of West Bengal. The Government of West Bengal wishes her success in her future endeavours and economic empowerment.

Appendix VIII

Screenshot of District Monitoring Format (Kanyashree Online 3.0)

	f the DPM	XXXX	XXXXXXX	XX			For The I		December	•	Year 20°	15 - 2016 ▼
							Submit					
	entation l			holarship (K1)							
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		(B)	(C)	(D=B+C)	(E)	(F)	(G=E+F)				(D*100/A)	(G*100/A)
015- 016	160000	1619	99248	100867	4	52486	52490				63.04	32.81
Conso	lidated re	port on	One time	Grant (K2)								
r (FY)	Target (A)		Enrolled			Sanctioned	i	No. Of A	oplicant Received (Grant (H)	One Time	Per	rcentage
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1.8. Linkages / facilities provided to					No. Of Beneficiaries
SABLA beneficiaries linked to Kanyashree	Туре				No. Of Beneficiaries
KP girls availing of JEXPO, VOCLET and ITI	admission subsidies				
Total Carlo Company Co					
KP girls enrolled in Advanced Skill Develop					
KP girls availing Vocational Development	schemes				
KP girls availing training facilities / conces	sions of Technical E	ducational Dept			
2. COMMUNICATION PLAN ROI	LL-OUT				
2.1. Communication materials create				er	
SI Material		Dis	tributed To:		Hyper Link (If Available)
2					
3					
4					
5					
2.2. Communication Events: (Durin	g the month)				
SI Event Type		plemented By	P.	articipants	No. Of Persons Addressed
1					
2					
3					
4					
5					
2.3. No. of Materials Distributed to	Banafaianian (D	union the Month			
SI Distributed to	Typ				Nos.
1 ID Cards					
2 Bangles					
3 Cycles					
4 Any Others (Please Mentioned)					
2.4. No. of Kanyashree Groups (Clu	bs/ Sanghas/ Bal	hinis/ SHG etc) (De	uring the Month)		
SI Type Of Groups		No Of	Girls Enrolled		Activities
2					
3			1		1
4					
5					
gas Jubin d		 			
3. Grievance Report Total No. Of Grievance	e Registered	No	. Of Pending	Replied	Satisfied Not Satisfied
176		21		155 49	3
4. Fund Utilization Year	Funds	Received	Fund	s Utilized	Balance
5. HR indicators					
Level District Project Management Unit	Sanct	tioned Post	In	Position	Vacant
Block unit					
6. Capacity building Initiatives for t	he Month				
SI Training Module	e	P	articipants		No. Of Person Trained
2					
3					
4					
			1		
5					
		si	JEMIT		

Appendix IX

Stipulated time of service provision in accordance with the WBRPSA

Appendix VIII

Registered No. WB/SC-320

No. 279 (1)





Gazette

Extraordinary
Published by Authority

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WEDNESDAY, SEPTEMBER 16, 2015

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PART I.—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL DEPARTMENT OF WOMEN DEVELOPMENT & SOCIAL WELFARE AND DEPARTMENT OF CHILD WELFARE

NOTIFICATION

No. 4210-SW/7283-SPO.—31st July, 2015.—In cancellation of this Department's earlier Notification No. 2470-SW, date 10.06.2015 and in exercise of the powers conferred by Section 3 of the West Bengal Right to Public Services Act; 2013, the Governor is pleased to notify the services along with the stipulated time limit for rendering the services, the Designated Officers responsible for providing the services, the Appellate Officers and the Reviewing Officer as follows:—

SI		Decimated	Designated Stipulated		Officer	- Reviewing C	Officer
No.	Services	Officer	Time Limit	Designation	Stipulated Time Limit	Designation	Stipulated Time Limit
1.	Kanyashree (Rural) Annual Scholarship/One Time Grant	Headmaster of the school	90 working Days	B.D.O.	60 working Days	Project Manager, DPMU	1 Month
2.	Kanyashree (Urban) Annual Scholarship/One Time Grant	Headmaster of the school	90 working Days	S.D.O.	60 working Days	Project Manager, DPMU	1 Month
3.	Kanyashree (Kolkata) Annual Scholarship/One Time Grant	Headmaster of the school	90 working Days	D.I. Kolkata	60 working Days	Director of Social Welfare, W.B.	1 Month
4.	Loans (NHFDC)	B.W.O.	180 working Days	Secretary, Women Dev. Undertaking	60 working Days	Managing Director, Women Dev. Undertaking	1 Month
5.	E.R. Grant to Handicapped	B.W.O	180 working Days	D.S.W.O.	60 working Days	Commissioner (Disability)	1 Month
6	E.R. Grant to Handicapped (Kolkata)	Orthoist, O/o the Commissioner of Disability	180 working Days	Asstt. Commissioner (Disability)	60 working Days	Commissioner (Disability)	1 Month
7.	Identity Cards for Persons with Disabilities (Urban)	D.S.W.O.	180 working Days	Asstt. Commissioner (Disability)	60 working Days	Commissioner (Disability)	1 Month
8.	Identity Cards for Persons with Disabilities (Rural)	CDPO	180 working Days	Asstt. Commissioner (Disability)	60 working Days	Commissioner (Disability)	1 Month
9.	Identity Cards for Persons with Disabilities (Kolkata)	Orthoist, O/o the Commissioner of Disability	180 working Days	Asstt. Commissioner (Disability)	60 working Days	Commissioner (Disability)	1 Month

This Notification shall come into effect on the date of publication in The Official Gazette.

By order of the Governor,
A. K. MITRA,
Jt. Secy. to the Govt. of West Bengal.

Appendix X

Order of Technical Education and Training Department dated 29th August, 2014 on benefits to Kanyashree beneficiaries

Government of West Bengal Technical Education & Training Department B/7, Action Area-III, New Town, Rajarhat, Kolkata – 700 156

No. 562 -TET (Poly)/10M-101/2014

Dated: 29th August, 2014

ORDER

Kanyashree Scheme launched by the Women and Child Development and Social Welfare Department, Government of West Bengal is a unique scheme which aims at protecting and empowering all adolescent girls, and supporting their healthy development by creating an enabling environment for their participation and meaningful contribution to society.

In the spirit of the said scheme, the Governor has been pleased to order that the Technical Education and Training Department, Government of West Bengal shall allow the following benefits to the enrollees of Kanyashree scheme which are within the purview of this Department:-

- (a) The West Bengal State Council of Technical Education shall grant 50% waiver in the cost of "Admission Form" for JEXPO, VOCLET and Registration Fee of the students of Government, Government Sponsored and self-financed Polytechnics.
- (b) The West Bengal State Council for Vocational Training shall grant 50% waiver in the cost of "Admission Form" for ITI Entrance Examination and Registration Fee of the students of Government and private ITI.
- (c) The West Bengal State Council of Technical Education and the West Bengal State Council for Vocational Training shall grant 50% waiver in respect of counseling fee for Polytechnic and ITI respectively.
- (d) The West Bengal State Council of Vocational Education & Training shall grant 50% waiver in Registration Fee for Kanyashree enrollees under going training in Vocational Training Centers both at VIII+ and Higher Secondary (Vocational) level. 30% of seats in the Advanced Vocational Training Centers shall be reserved for girls enrolled under Kanyashree Scheme and further 20% for other eligible women candidates.
- (e) A priority of up to 30% in admission to all vocational training programs in Vocational Training Centers both at VIII+ and Higher Secondary (Vocational) level and training program under Community Development Through Polytechnic Scheme will be given to the Kanyashree enrollees.
- (f) Priority for accommodation in women's hostels of Government Polytechnics will be given to the Kanyashree enrollees.

 All concerned are being informed accordingly.

No. 562 /1(9)-TET (Poly)/10M-101/2014

Copy forwarded for information and necessary action to:-

- Sri PC Sarkar, Joint Secretary, TE&T Department
 The Director of Technical Education & Training, West Bengal.
- 3. The Director of Vocational Education & Training, West Bengal.

4. The Director of Industrial Training, West Bengal.

- 5. The Secretary, West Bengal State Council of Technical Education.
- 6. The Secretary, West Bengal State Council of Vocational Education & Training
- 7. The Secretary, West Bengal State Council for Vocation Training
- 8. Sr PS to the Principal Secretary, TE&T Department
- 9. PS to Honorable Minister-in-Charge, TE&T Department

Joint Secretary to the Govt of W.B.

Joint Secretary to the Govt of W.B.

Dated: 29th August, 2014

No562 /2-TET (Poly)/10M-101/2014 Dated: 29th August, 2014

1. Copy forwarded for information to the Secretary, Women & Child Welfare and Social Welfare Department, Govt of W B.

Joint Secretary to the Govt of W.B.

Appendix XI

Order dated 18th February, 2016 on Reimbursement of Costs of Data-entry and Scanning of Applications



Government of West Bengal

Department of Women & Child Development and Social Welfare.

Bikash Bhaban, North Block, 10th Floor, Salt Lake, Kol-91.

ORDER

For the purpose of raw data entry and scanning of documents for uploading of the applications (fresh as well as renewal and up gradation) at the institution level Rs 10 per girl applicant is allowed since the beginning of the scheme. This order is issued with the concurrence of Finance Department vide their UO No GR. N-1090 dated 03092013, UO No. GR. E-151 dated 04.09.2013 and UO No. GR. T-997 dated 24.09.2013.

This amount would be reimbursed to the institutions after uploading is done against their valid claim subject to observance of usual rules and procedures. The charge is debitable from the head of account "2235-02-103-SP-026-50-00" sub allotted to DPMUs time to time.

All concerned may be informed accordingly.

Joint Secretary to the Government of West Bengal

No. 807(22) /SW/O/1B(K)-03/16

Dt. 18.02.2016

Copy forwarded for information to:

- DM Cooch Behar/Darjeeling/Jalpaiguri/Alipurduar/Malda/Uttar Dinajpur/ Dakshin Dinajpur/ Murshidabad/ Nadia/ Purulia/ Bankura/ Birbhum/ Burdwan/ Paschim Medinipur/Purba Medinipur/ Howrah/Hooghly/North 24 Pgs/South 24 Pgs
- 2. DSW, Kolkata.
- 3. SPM, Kanyashree, Women Development & Social Welfare Deptt.
- 4. PS to Secretary, Women Development & Social Welfare Deptt.

Joint Secretary to the Government of West Bengal

Appendix XII

Letter dated 22nd February, 2016 to Districts on Security Issues related to Kanyashree Portal



GOVERNMENT OF WEST BENGAL

Child Development Department and Women Development & Social Welfare Department

Bikash Bhavan, North Block,10 th Floor , Salt Lake City, Kolkata - 700 091
No. 74 /SWCD/16 Dated, 19.02.201

From: Ms. Roshni Sen, IAS Secretary to the Govt. of West Bengal.

To(1-19) District Magistrates, Cooch Behar/Darjeeling/Jalpaiguri/Alipurduar/Malda/Uttar Dinajpur/ Dakshin Dinajpur/ Murshidabad/ Nadia/ Purulia/ Bankura/ Birbhum/ Burdwan/ Paschim Medinipur/Purba Medinipur/ Howrah/Hooghly/North 24 Pos/South 24 Pos

(20) Shri. Some Nath Mukherjee, IAS Director of Social Welfare, GoWB

Sub: Security issues related to Kanyashree Prakalpa

Sir/Madam,

The following issues are of serious concern to the integrity and security of Kanyashree Prakalpa's implementation and should be addressed immediately:

- 1. User Ids and Passwords to the Kanyashree Portal are critical to the security of the portal, and it is essential that:
 - User Ids and passwords should only be known to authorized persons at each level i.e., educational
 institutions and key administrative officers working directly with Kanyashree Prakalpa.
 - b. The secrecy of a password is sacrosanct and should not be shared under any circumstances.
 - Persons with User Ids should change their passwords regularly and should follow the security norm for forming passwords.
- Random checking of uploaded applications reveals that for a large number of applications, scanned content, especially photographs of beneficiaries and signatures of certification are not clear. Photographs and other documents must be scanned in such a manner so that the identity of the beneficiary can be verified by sight and signatories identified by their signatures.
- At the time of verifying, scrutinizing and sanctioning of applications, the person conducting the process shall exercise due diligence in studying each detail, and verifying the integrity of application before recommending it for further processing.
- 4. 5% random physical verification of applicants should be carried out on a regular basis.

Any kind of fault in processing of data to be taken up by the district authority immediately and steps should be taken for rectification.

nours railinuity,

Secretary

Secreta

No.74/1(2) /SWCD/2016

Date: February 19th 2016

Copy forwarded for information and necessary action to:

1) Shri K.K. Poddar- DDG & SIO, NIC, WBSC, Bidyut Bhaban, Salt Lake,

2) Dr. Subrata Roy Gupta, Scientific Officer, NIC, WB.

Secretary

Tel :(+91 33) 2334 1563, Fax :(+91 33) 2334 1918 , email : secdsw@gmail.com www.wbcdwdsw.gov.in

Appendix XIII

Kanyashree Prakalpa Standard Operating Procedure as per West Bengal Right to Public Services Act, 2013

- 1. Kanyashree Prakalpa is a Government of West Bengal Scheme that gives adolescent girls an annual scholarships of Rs. 750/- and a one-time grant of Rs. 25,000. While Kanyashree's Annual Scholarship of Rs. 750/- is for girls who are between the ages of 13 and 18 years, the one-time grant of Rs. 25,000/- is for girls who are between the ages of 18 and 19. However, Kanyashree is NOT for ALL girls. Both the annual scholarship and the one-time grant are only for those girls who fulfill all the following conditions: They must be:
 - a. Residents of West Bengal
 - b. Enrolled and regularly attending an educational institution¹
 - c. Unmarried AND
 - d. From families where the total income (income from the parents only) is not more than Rs. 1,20,000 per year. However, girls who are specially-abled (with a disability of 40% or more) or are living in a Home registered under the Juvenile Justice Act, 2000, or have lost both parents, may apply for Kanyashree even if their family's income is more than Rs. 1,20,000 per year.
- 2. Applying for Kanyashree Prakalpa's benefits.
 - a. An eligible girl should apply for the Annual Scholarship as soon as she turns 13 years of age and studying at class Viii or above and for the One-Time Grant as soon as she turns 18.
 - b. Application Forms for the Annual Scholarship (printed on light green paper) and for the One-Time Grant (printed on light blue paper) are available with educational institutions.
 - c. Fill up the application form, ensure that it is appropriately signed, attach photo-copies of all necessary certificates and hand these over to the Head Teacher of the educational institution. Also attach a photo-copy of the applicant's bank passbook every applicant must have a bank account in her name.
 - d. Ensure that Acknowledgement receipt (on Page 3 of the application form) is completely filled in, signed and stamped by the head of the institution and returned to you. Using the Application Form Number mentioned on the Acknowledgement Receipt, you can know your kanyashree unique id and also track the progress of the application on the Kanyashree Portal (wbkanyashree.gov.in)

¹Girls will be eligible for Kanyashree's Annual Scholarship or the One-Time grant if they are studying in any one of the following:

- In Class VIII or above in a school, madrassah or equivalent open school course
- In a college or equivalent open university course
- A Vocational Training Centre, Technical Training Centre or Industrial Training Centre
- Girls enrolled in Sports Institutes may apply for the One-Time Grant. They cannot however, apply for the Annual Scholarship.

The educational institution MUST be registered in West Bengal AND recognized by the government.

- e. Once the money is sanctioned, it will be credited by Direct Bank Transfer to the applicant's bank account.
- 3. Making enquiries or lodging complaints:
 - a. First approach the Head Teacher of the Institution for assistance.
 - b. If the Head Teacher is unable to help, you must contact your nearest block (rural area) or subdivisional (urban area) office.
 - c. Every district also has a Kanyashree Nodal Officer you will find a list of all Kanyashree Nodal officers at wbkanyasrhee.gov.in.
 - d. The Kanyashree Portal also has a section called "Online Grievance Redressal. You may log onto the portal and create an online complaint.

When making enquiries or lodging a complaint, please provide your full name, institutions' name, application form Number, Kanyashree ID. Also provide your bank name and bank account number.

Appendix XIV

Notification dated 08 October, 2013 for creation of posts under Kanyashree Prakalpa



Government of West Bengal Women Development and Social Welfare Department Women Welfare Branch Writers' Buildings, Kolkata - 700 001

No. 3270 - SW 3W - 37/2013

Dated, Kolkata, the 8th October'2013

NOTIPICATION

WHEREAS the Government of West Bengal has promulgated **Kanyashree Prakalpa**, a conditional cash transfer scholarship scheme for unmarried girls belonging to economically weaker section in West Bengal to reduce the prevalence of child marriage in West Bengal by increasing the enrollment of girls in secondary education and simultaneously encouraging the delay of marriages of girls until they reach the age of 18:

AND WHEREAS the Project Management Units will have to be formed, with one unit at the State level (State Project Management Unit) and one in each District level (District Project Management Unit) namely in 18 districts, Gorkhaland Territorial Authority (GTA) and Kolkata i.e. !(ans) SPMU and 20 (twenty) DPMU will have to be constituted:

AND WHEREAS it is felt to create some posts under State Project Management Unit (SPMU) and District Project Management Units (DPMU) to look after the works of this scheme smoothly;

NOW, Therefore, the Governor is pleased to create **492** (four hundred ninety two) posts, details of which alongwith method of recruitment is shown below:

Sl. No.	Name of the post	Under Unit/Office	Number of posts created	Post to be filled by
1	State Project Manager	SPMU	1	Regular Service / Deputation/Contract
2	Deputy Project Manager	SPMU	1	Regular Service / Deputation/Contract
3	Accounts Officer	SPMU	1	Regular Service / Deputation/Contract
4	Project Manager	DPMII	20 (1 for each DPMU)	Regular Service / Deputation/Contract
5	Accountant	DPMU	20 (1 for each DPMU)	Contract
б	Accounts-cum- Data Manager	SPMU & DPMU	42 (2 for each DPMU & 2 for SPMU)	Contract
7	Data Manager	SDO office	66 (1 for each 66 Sub - Divisions))	Contract
8	Data Manager	BDO office	341 (1 for each 341 Blocks)	Contract

P.T.O.

Method of Recruitment: The personnel for Kanyashree Prakalpa will be recruited in a decentralized manner. The persons for SPMU and Kolkata will be recruited by Women Development and Social Welfare Department, Government of West Bengal through a Committee set up for the purpose and the personnel for 20 DPMU (alongwith Sub-divisions and Blocks) and GTA will be recruited by the concerned District Magistrates and Principal Secretary, GTA respectively through a Recruitment Committee. The recruited personnel have to undergo a training programme which will be conducted through NIC and/or IT Department, GoWB.

The requisite personnel will be recruited by getting names through an open advertisement and from State Government's employment bank amongst the qualified persons who fulfill the aforesaid criteria. The retired government employees, who have the aforesaid qualifications and experience, may also apply.

In case of Government Officials a panel of names will be given by Department of P&AR and the selection will be made through a Selection Committee to be set up by the State Government for the purpose. In case of nationally or internationally reputed persons, the recruitment will be done by inviting applications from reputed and experienced persons in the field concerned and selected by the Selection Committee.

By order of the Governor,

Ros Lini Sew Secretary to the Government of West Bengal

No. 3270/1(37) - SW

Dated, Kolkata, the 8th October'2013

Appendix XV

Notification dated 03 February, 2016 on Selection Committees for recruitment of SPMU & DPMU posts



Government of West Bengal Women Development and Social Welfare Department Women Welfare Branch Bikash Bhavan, North Block, 10th Floor Bidhannagar, Sector – II, Kolkata - 700 091

No. 513 - SW/O/3W - 37/2013

Dated, Kolkata, the 3rd February'2016

NOTIFICATION

The Governor is pleased to reconstitute 3 (three) Committees for the purpose of recruitment of State Project Management Unit (SPMU), Kolkata District Project Management Unit (DPMU) and District Project Management Units (DPMU) under Kanyashree Prakalpa. This is in cancellation of the previous order No. 3594 – SW/O/3W – 37/13 dated 07.11.2013 in this matter.

Selection Committee of SPMU:

Secretary, CD Deptt. and WD& SW Deptt., GoWB : Chairperson
 Joint Secretary (Kanyashree Prakalpa) : Member-convenor

3. Director / Commissioner of Social Welfare : Member
 4. Representative of NIC, WB : Member

Selection Committee of DPMU, Kolkata:

Director / Commissioner of Social Welfare : Chairperson
 State Project Manager (Kanayshree Prakalpa) : Member

3. Deputy / Assistant Director of Social Welfare : Member-convenor

4. Representative of NIC, WB : Member

Selection Committee for DPMU:

District Magistrate : Chairperson
 Additional District Magistrate (Social Welfare) : Member-convenor

Nodal Officer (Kanyashree Prakalpa)
 District Social Welfare Officer
 District Informatics Officer, NIC, WB
 Member

By order of the Governor,

Sd/- Roshni Sen

Secretary to the Government of West Bengal

No. 513/1(6) - SW

Dated, Kolkata, 3rd February'2016

Copy forwarded for information & necessary action to :

1. Chief Secretary to the Government of West Bengal, Nabanna, Howrah - 2

P.T.O.

- Commissioner, Social Welfare, GoWB, Juvenile Court Building, Sector I, Salt Lake, Kolkata - 64
- The District Magistrate, Darjeeling/ Jalpaiguri /CoochBehar/Uttar Dinajpur /Dakshin Dinajpur /Malda/ Murshidabad/Nadia/Birbhum/Bardhaman /North 24Pgs/South 24 Pgs/Howrah/Hooghly/Purba Medinipur/Paschim Medinipur/ Bankura/Purulia/Alipurduar
- 4. P.S. to MoS(IC), CD Department and WD&SW Deptt., Government of West Bengal
- 5. Sr. P.S. to Secretary, WCD&SW Deptt., Government of West Bengal
- 6. DDG & SIO, NIC, Vidyut Bhaban, Salt Lake, Kolkata 91. He/She is requested to send the names of the representative to this Department as early as possible.

Joint Secretary







Aikyashree West Bengal State Scholarship Scheme For Minority Students

www.wbmdfcscholarship.gov.in

Scholarship for meritorious and needy students belonging to West Bengal's minority communities (Buddhist, Christian, Jain, Muslim, Parsee & Sikh)

HIGHER SCHOLARSHIP AMOUNT ASSURANCE OF SANCTION QUICK DISBURSEMENT

PRE-MATRIC SCHOLARSHIP (For Classes I to X)

- · Students studying from classes I-X in recognised institutions in West Bengal
- · Annual family income of the applicant should not exceed ₹2 lakhs
- Scholarship amount ranges from ₹1,100 to ₹11,000 p.a., subject to actuals

POST-MATRIC SCHOLARSHIP

(For Post-Matric Classes)

- Students pursuing higher secondary, ITI, Diploma, Graduation, Post Graduation, M.Phil, B.Ed, etc. from recognised institutions in West Bengal
- Annual family income of the applicant should not exceed ₹2 lakhs
- Scholarship amount ranges from ₹10,200 to ₹16,500 p.a., subject to actuals

MERIT CUM MEANS SCHOLARSHIP (For Technical & Professional Courses)

- Students pursuing undergraduate/postgraduate/professional/technical courses in recognised institutions in West Bengal, affiliated to any recognised university. However, students domiciled in West Bengal and pursuing their courses in any of the listed institutions only like IIT, IIM, NIT, NIFT, IIFT, etc. in or outside West Bengal are also eligible
- Students of the listed institutes will get reimbursement of tuition fee (as per list of institutes available at www.wbmdfc.org)
- Annual family income of the applicant should not exceed ₹2.5 lakhs
- Scholarship amount ranges from ₹22,000 to ₹33,000 p.a., subject to actuals



IMPORTANT INSTRUCTIONS:

- Only a candidate domiciled in West Bengal will be eligible
- The student must have passed the last examination with at least 50% marks (except for Class I)
- A student is eligible for a scholarship from any one source only
- Students pursuing courses through distance mode are not eligible
- One mobile number can be used for the registration of one application only. However, in case of Pre-Matric Scholarship, a maximum of two applications can be filed through one mobile number
- After submitting the online application, the applicant must take a print-out of the same and submit it to the concerned institute, along
 - i) a photocopy of bank passbook containing bank account no., IFS code
 ii) self declaration of annual family income
 more details, please visit www.wbmdfcscholarship.gov.in/www.wbmdfc.org

For more details, please visit www.wbmdfcscholarship.gov.in/www.wbmdfc.org

Kolkata



Gazette

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PART I-Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL

Minority Affairs & Madrasha Education Department
Nabanna
325, Sarat Chatterjee Road, Howrah - 711102

No. 1203-MD

Dated: 20.06.2019

NOTIFICATION

The undersigned is directed by the order of the Governor to say that the Governor is pleased to start "Aikyashree-West Bengal State Scholarship Scheme for Minority Students" from the financial year 2019-20 onwards, to be funded entirely from the State Budget, and to formulate its guidelines as follows:

GUIDELINES FOR "AIKYASHREE" – WEST BENGAL STATE SCHOLARSHIPS FOR MINORITY STUDENTS

1. INTRODUCTION:

To address the growing aspiration for education in the minority communities of the state and with a view to providing them more avenues for socio-economic and educational mobility by extending financial support and encouragement to the meritorious students belonging to the minority communities, the State Government has decided to set up the "Aikyashree" — West Bengal State Scholarships for Minority Students in West Bengal to be fully funded from the State budget from the financial year 2019-20 onwards.

2. TYPES OF SCHOLARSHIP:

Three types of scholarships will be provided under this scheme :

- (i) Pre-matric Scholarship (for meritorious students from Class-I to Class-X),
- (ii) Post-matric Scholarship (for meritorious students from Class-XI to Ph.D), and
- (iii) Merit-cum-Means Scholarships (for pursuing technical & professional courses).

3. OBJECTIVES:

The primary objective of the Pre-matric Scholarship is to encourage the minority communities to send their children to schools and to prevent drop-out.

The Post-matric scholarship intends to encourage students to continue their pursuit of higher education.

The objective of Merit-cum-Means scholarship for professional and technical courses is to support the students to pursue professional / technical studies for consequently increasing their employability potential.

4. ELIGIBILITY CRITERIA:

A. For Pre-matric Scholarship, and

B. Post-matric Scholarship

- (i) Applicant must be a domicile of West Bengal.
- (ii) Must be studying in a School/ Institution recognized by an educational Board/ Council/ University of the State/ Central Government.
- (iii) Must have secured not less than 50% marks or equivalent grade in the previous final examination.
- (iv) The annual family income should not exceed Rs.2 lakh.
- (v) Students studying in institutes outside West Bengal will not be eligible for pre-matric or post-matric scholarship.

C. For Merit-cum-Means Scholarship

- The applicant must be a domicile of West Bengal.
- (ii) Must have got admission in a technical / professional course.
- (iii) Must have secured at least 50% marks in the last Higher Secondary/ Graduation examination.
- (iv) Annual family income of the student should not be more than Rs.2.5 lakh.
- (v) The students who are residents of West Bengal but pursuing studies in listed institutions located outside West Bengal, as may be notified from time to time by the West Bengal Minorities' Development and Finance Corporation, are also eligible for applying.

5. SELECTION PROCEDURE:

Scholarships will be provided to eligible students in order of merit and subject to the budgetary allocation provided by the State Government.

For renewal, the applicant will be eligible for the scholarship if he/she has obtained 50% marks in his/her previous examination.

6. RATES OF SCHOLARSHIPS:

The proposed rates of scholarships are as follows:

Figures in Rupees

SI.	Types of	Class of		Day Scholar	S		Hosteller		Remarks
No.	Scholarship	Study	Admission fee & tuition fee	Maintenance Allowance	Total	Admission fee & tuition fee	Maintenance Allowance	Total	
		I to V	0	1100	1100	0	0	0	(1) Admission
1	Pre Matric	VI toX	4400	1100	5500	4400	6600	11000	and tuition fee
		XI & XII	7700	2500	10200	7700	4200	11900	are subject to actuals
2	Post Matric	XI & XII (technical & vocational courses of this level)	11000	2500	13500	11000	4200	15200	(2) Hostellers include students not staying in hostel of the institute concerned but
		Undergraduate & Post Graduate	3300	3300	6600	3300	6300	9600	are staying as paying guest or on rent (3) Maintenance
		M.Phil & Ph.D	3300	6000	9300	3300	13200	16500	allowance is payable for a period not

SI.	Sl. Types of	Class of		Day Scholar	s		Remarks		
No.	Scholarship	Study	Admission fee & tuition fee	Maintenance Allowance	Total	Admission fee & tuition fee	Maintenance Allowance	Total	
3	Merit- cum- Means	Medical Engineering, Management, Law, CA etc. courses	22000	5500	27500	22000	11000		exceeding 10 months in an academic year (4) Full course fee may be reimbursed for the listed institutions

7. SANCTION PROCEDURE:

The applications will be received online through a portal designed for this purpose. The applications will be verified by the Nodal Teachers of the respective School.

The selection will be made as per the eligibility criteria and the disbursement will be made through Direct Bank Transfer.

8. NODAL ORGANISATION:

The West Bengal Minorities' Development & Finance Corporation (WBMDFC) will be the Nodal Organisation for this scheme.

9. CONDITIONS FOR SCHOLARSHIP:

- (i) The applicant has to submit a certificate regarding family income at the time of application.
- (ii) For 'renewal' applicants, the continuance of scholarship will be subject to securing 50% marks in the previous year examination.
- (iii) Maintenance allowance will be provided to hostellers and day scholars.
- (iv) Students should be regular in attendance, for which the yardstick will be decided by the competent authority of the school.
- (v) If a student violates school discipline or any other terms and conditions of the scholarship, scholarship may be suspended or cancelled. The State Government can also directly cancel the award if duly satisfied of the reasons of violation of these regulations governing the scheme.
- (vi) If a student is found to have obtained a scholarship by false statement, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered.
- (vii) The course/tuition fees and maintenance allowance will be credited to the student's bank account directly under Direct Benefit Transfer (DBT) mode.
- (viii) An amount not higher than 2% may be kept for administrative expenses by the WBMDFC for implementation of the Scheme.

This issues with the concurrence of Finance Department, Government of West Bengal vide their U.O. No.:0356 dated 03/06/2019.

By order of the Governor,

VIVEK KUMAR

Principal Secretary to the Government of West Bengal