

# DIRECTORATE OF HIGHER EDUCATION

Himachal Pradesh, Shimla – 171001.

## PRESS RELEASE

### The Flow Chart for disbursal of funds to beneficiaries under the various State and Central Scholarship Schemes for HP Bonafide Students.

1. The Educational Institutions (HP or outside HP) in which HP bonafide students eligible for scholarships as per guidelines/norms under various scheme, are admitted under various stream as regular students, should register themselves on HP ePass Portal (<http://hpepass.cgg.gov.in>) within a stipulated time.
2. The eligible students of registered Institutions will apply online and will upload their required documents (Bonafide, Income Certificate, Category Certificate, Previous Exam. Passed, Passbook, Aadhaar Card, Mobile No., non-refundable fee amount etc. issued by competent authority) online upto the period as notified by the Government in that particular session.
3. The Institution will constitute a five (05) Members Committee, under the Convenership of Chairman, Registrar and Principal of the concerned Institutions, to verify the online Scholarship forms for their authenticity. The committee will certify that students are eligible as per required document and guidelines/norms of scholarship schemes and are regular bonafide students belonging to the category/Meritorious students in their Institutions. The Committee will also certify that the Institutions is affiliated to UGC recognised Universities or State/Centre Govt. Board of education. The Committee will further verify that the number of courses offered and number of seats allotted and students admitted in their Institutions for the session by competent authority.
4. The Head of the Institutions of Govt./Pvt./Govt. aided/Professional/Technical/Colleges/Universities will send the list of eligible verified students signed by the HOD & Committee as recommended by above said committee constituted at Point No. 03 to the HP Directorate of Higher Education for disbursement of scholarship.
5. In case of Govt./Govt. aided schools/Pvt. Schools recognised by Centre/State education boards should submit the list of recommended eligible students duly signed by the Principal through Deputy Directors of concerned District to Directorate of Higher Education.
6. As and when, the embodied committee of Directorate of Hr. Education constituted for surveillance the authenticity of scholarship will make the surprise visit into any Institution of State and out of State, it will be the duty of the concerned HOD/Committee to make the liaison or make correspondence with the concerned administration (SDM) to provide the enforcement/protection to enquiry committee of DHE, HP Shimla-1.
7. The Directorate of Higher Education, HP will verify the Candidate List(s) which is received by the concerned DDHEs as well as concerned Institution situated inside and outside of the State under the various State and Central Sponsored Scholarship Schemes, as per the availability of the funds.
8. The Directorate of Higher Education, HP will disburse the scholarship amount through Real Time Gross Settlement (RTGS) / National Electronic Funds Transfer (NEFT) mode to those students whose Aadhaar number is not linked/seeded with his/her Aadhaar number.

Cont./-

9. For the financial year 2018-19, the Department of Higher Education, HP has decided to disburse the Scholarship amount to the actual eligible beneficiaries through DBT/RTGS mode by the Public Financial Management System (PFMS), State Project Management Unit (SPMU), [Ground Floor, MAGD HOUSE, Panthaghati, Shimla-9], O/o of Controller General of Accounts, Ministry of Finance. There are lots of facilities which will be provides and available on PFMS Portal i.e. Aadhaar Seeding report, Authentic Bank account details of actual beneficiaries, disbursed amount report of beneficiaries, Financial reports etc.
10. For disbursing the scholarship amount through PFMS portal, the Department has done all the codal formalities i.e. figuring, mapping, coding and configuring the State and central Scholarship Schemes and provide the separate bank accounts to each scheme and registered on PFMS Portal.
11. At Directorate of Higher Education, HP level, different officials Dealing Assistant using of different codes and Director Code has been used by DDO.
12. The scholarship process has been monitor, checks and verify by the Branch officer, time to time.

(Dr. Amarjeet K. Sharma)  
Director Higher Education  
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Copy to:

1. The Principal Secretary (Edu.), to the Govt of Himachal Pradesh, HP Shimla-2 for kind information please.
2. The Controller, Printing and Stationery, HP Shimla-5 with the request to upload the above matter on Rajpatra.
3. The Director, Directorate for Empowerment of SCs, OBCs, Minorities & the Specially Abled, Block No.-33, SDA Complex Shimla-171009 for information please.
4. The Commissioner (TD), Himachal Pradesh, Shimla-2
5. The Director, All India Radio Centre, Shimla, Doordarshan Centre, Shimla.
6. The Editor, The Tribune Newspaper, The Indian Express Newspaper Shimla, The Times of India Newspaper, Hindustan Times Newspaper, Shimla.
7. The Editor, Dainik Bhaskar, Amar Ujala, Aapka Faisla, Punjab Kesari, Dainik Jagran, Divya Himachal, Himachal Dastak.
8. The Director, Public Information and Public Relation Department, Himachal Pradesh, Shimla – 171002, for publication please.
9. The HP e-PASS Incharge, Scholarship Branch, DHE HP, with direction to upload the above Press Release on to the HP ePASS Website.
10. The TO, IT Cell, DHE HP, with direction to upload the above Press Release on the Departmental website.

सर्वोच्च न्यायालय बुधवार

Director Higher Education  
Himachal Pradesh

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