

From

The Director General,
Technical Education Haryana,
Panchkula.

To

The Principal
G.B.N Govt. Polytechnic
Nilokheri

Memo no: SPL-1


Dated: 21-09-2020.

Subject: Disbursement of Scholarship under PMS (SC & BC) Session 2019-20.

In continuation of this office letter No. 830/Scholarship dated 28-08-2020 and your office letter no. 684 dated 11-09-2020 on the subject cited above. The Competent Authority has approved the proposal as forwarded by your office letter dated 11-09-2020 mentioned above. The proposed procedure for renewal of cases of PMS for 2019-20 is hereby as under:

1. Institute will call the application by posting notice on their websites & through other social media group (format of application is enclosed).
2. Student will apply on prescribed application form & send it to respective institutes through e-mail or any other mode & will attach/ submit the income and caste certificate along with the applications.
3. Institute will verify the student document from the documents submitted by the students during session 2018-19.
4. In case of SC students whose name are in the sanction order of year 2018-19 are to be considered only for renewal of scholarship.
5. All the institutes will ensure that all students should have good conduct and minimum 75% attendance during the session.
6. After proper verification of documents, the institutes will send the cases to processing centre.
7. The processing centre will further verify the documents from the record of documents submitted by the students during year 2018-19 and send the case to disbursing centre.
8. The disbursing centre will issue the sanction and release the scholarship through NPCI DBT Channel as per the procedure adopted earlier i.e. in session 2018-19.
9. The Nodal Centre send the response file generated from NPCI portal to concerned processing centre for further necessary action.

Hence forth keeping in view of the above, you are requested to complete the process of disbursement of PMS of both category SC/BC for the year 2019-20 of Govt. /Govt. aided expeditiously within one week. Principal will also ensure that the laid down procedure be followed strictly.


Deputy Director
For Director General, Technical Education
Department, Haryana