जनजातीय कार्य मंत्रालय
MINISTRY OF TRIBAL AFFAIRS
GOVERNMENT OF INDIA

सत्यमेव जयते

Instruction Manual for verification of Students [NFST] by University/Institute

** Registered users may directly go to Step-2 Verification Process.

Step 1: Registration Process: New user is required to register in https://fellowship.tribal.gov.in for the first time with valid ID card issued by the University/Institute. University/Institute may create more than one user with a valid e-mail id and mobile number.

1. Nodal Officer [Registrar/Vice-Chancellor]
2. Verification Officer [Authorized person handling portal for verification of students

Required Documents: [size: max : 2 MB in pdf file]

1. **University/Institute should authorize the Nodal Officer, verification officer. The authorization should in the official letter head of the University/Institute containing the Name, e-mail Id and Contact Number of Nodal Officer, verification officer. The authorization letter should be uploaded for creation of user-id.**

2. **University/Institute should upload the document as applicable from the following category:**

   I. Universities/institutions/Colleges included under section 2(f)or12(B)or2(f)and12(B)of UGC Act.
   II. Deemed to be Universities included under Section 3 of the UGC Act, 1956 and eligible to receive grants-in-aid from UGC.
   III. Universities/ Institutions/ Colleges funded by Central/ State Government
   IV. Institutes of National importance.

Link for Registration:

- **Web Site: https://tribal.nic.in/ [Go to. Division > Scholarship > National Fellowship> Click on https://fellowship.tribal.gov.in/**
- **Direct link for Registration: "https://fellowship.tribal.gov.in/UniversityRegistrationForm.aspx"**
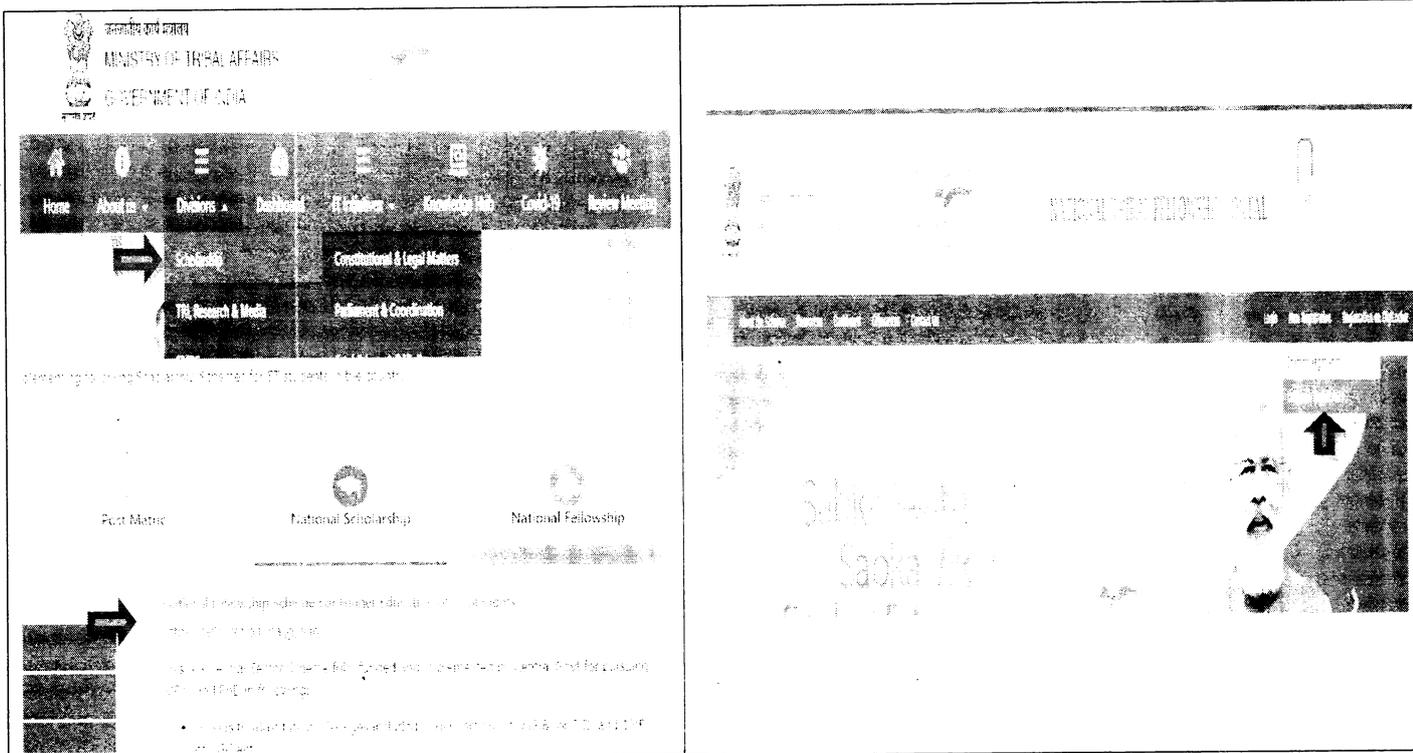
- Now the Registration form will open, kindly fill the required information.
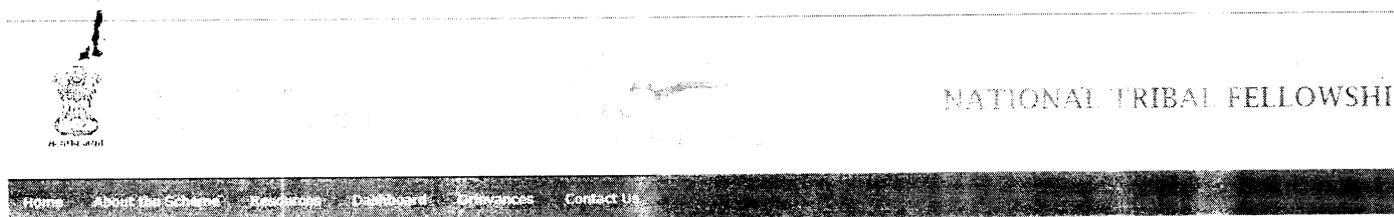
Back

Note : Please refer About the Scheme and Resources option for 'Guidelines' and 'Instruction Manual' before proceeding.

University/ College/ Institution Registration Form

University Type*:	--Select--
University/ College/ Institution Name*:	--Select--
Institution Code Type*:	AISHE Code
Institution Code*:	
State Name*:	--Select--
District Name*:	--Select--
City Name*:	

- **University Type:** select your University type, from the Drop-down menu. (whether the University is Deemed/Funded by Central/Funded by State/Private/Public)
- **University/College/Institute Name:** select your University/Institute/College name from the Drop-down menu.

2

- **Institution Code Type:** select the Institution code from drop down box, whether the Institution is under AISHE code (or) Any Other code.
- **Agency Name:** If you have chosen "Any other code" Kindly mention the agency name (e.g. States/UGC/AICTE/NCVT etc.)
- **Institution Code:** Mention your Institution Code provided by the UGC/Any competent authority. Institutes may check their AISHE code at http://aishe.gov.in/aishe by clicking **"Know your AISHE code".**
- **State Name:** Select the State Name where the Institute is situated, from the Drop-Down Menu.
- **District Name:** Select the District Name where the Institute is situated, from the Drop-Down Menu.
- **City Name:** Mention the City Name where the Institute is situated.

- **Contact person's name:** Mention Name of the Nodal officer/verifying Officer.
- **Designation:** Mention the designation of the above person.
- **Mobile number:** Kindly mention Mobile Number of designated officer (All Communication massage and OTP will be received in this Mobile Number)
- **Alternate mobile number (Optional):** Mention an alternate mobile number, if available.

- **Maximum HRA % as applicable for the University:** Enter percentage of HRA as per UGC norms.

- Address with Pin code: Kindly mention the Full Address of your University. (through which Communication can be done further, if needed)
- **Landline No. with STD code:** Kindly put your official land line Number with the STD code. (E.g. 011-23xxxxxx)

- Weather college included under: Choose one option available in the drop-down box; in which

your University/Institute/College belongs to, from these following categories:

V. Universities/institutions/Colleges included under section 2(f)or12(B)or2(f)and12(B)of UGC Act.

VI. Deemed to be Universities included under Section 3 of the UGC Act, 1956 and eligible to receive grants-in-aid from UGC.

VII. Universities/ Institutions/ Colleges funded by Central/ State Government

VIII. Institutes of National importance.

7 8 9 5

- University Registered active Email ID: Kindly mention official e-Mail Id (in small letters), which will be used as your "**USER ID**".
- Password: Create a password. (Min. 8 Characters)
- Retype Password
- Enter Captcha code

- **Register**: Kindly recheck the details you filled and click on **"Register"** button.

  After clicking on register button , form will be submitted to the Ministry. The Ministry will verify all filled details and attached documents and will **approve the credentials**. Once approved, conformation massage will be sent to registered e-mail ID and mobile stating that **"You have registered successfully"**. Now your Registration Process is complete.

  In case of any clarification, you may raise your query at "**https://tribal.nic.in/Grievance**" by using the same credentials.

Step- 2:Verification Process:

- **Login:** To enter in the verification module kindly bring your curser to **"Login"** and click on "Student/University Login"
- **Direct link for Login :** "https://fellowship.tribal.gov.in/Login.aspx"

NATIONAL TRIBAL FELLOWSHIP PORTAL

Ministry of Tribal Affairs

| Home | Resources | Dashboard | Contact Us | | Login | New Registration | Registration on DigiLocker |

"India will prosper when our Tribal communities prosper."
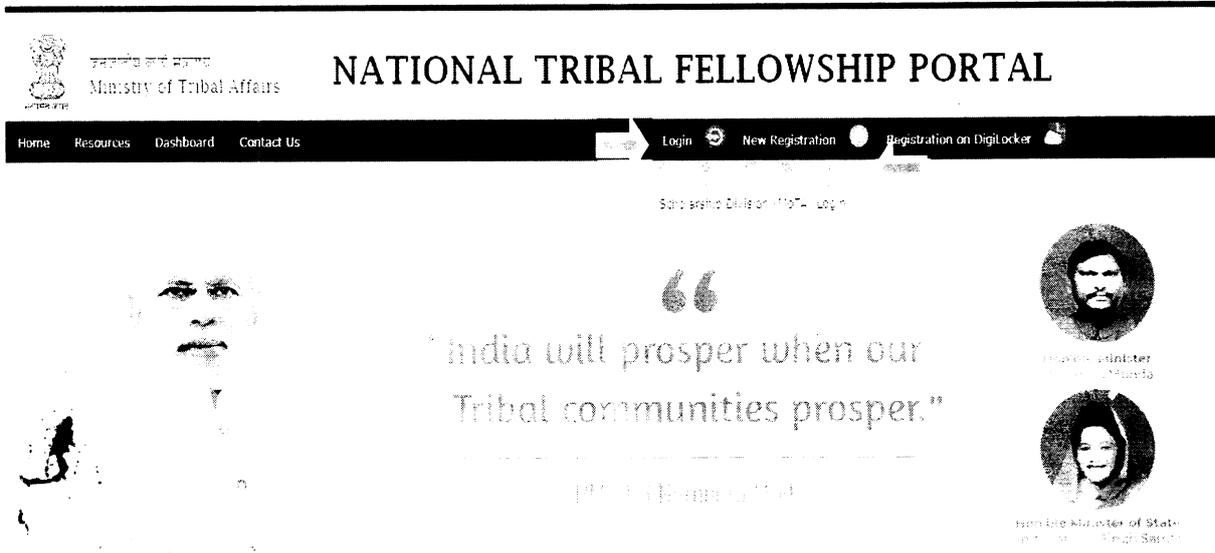
- After clicking on the **"Student/University Login"** the bellow page will open
- **User ID/E-mail ID:** enter the registered e-mail Id
- **Password**
- **Captcha Code**
- **Login:** After filling all details click on "LOGIN" button.

Students   University

User ID/ Email ID :

Password :

Captcha Code :

- Forgot Password: If you forgot your password kindly click on Forgot Password.

- After login, the list of students will appear for verification by selecting the relevant year.
- click on "Awardee No" to verify the student details.
- After clicking on **"Awardee No."** the student's application will appear.
- There are two parts in an Application, one is to **"View Student Detail"** and another is **"Verify Student's Details"** to verify the data by the Nodal/Verifying officer filled by the student.
- While verification, the verification officer may switch between the Student's application and Student Details at any point of time as shown below:

Documents to be verified: University is required to verify the following documents in **original** like marksheet, Certificates etc. If found ok, then select the option **"Yes"** and If not found ok then select option "NO" and enter remark against **"Reason/Remark"**.

1. **ST certificate:** verify the original document of ST Certificate issued by competent authority, see the Tribe/Community name mentioned in the original document, and match with the applicant's filled details and document uploaded.

2. **Date of Birth Certificate:** check the **Matriculation /SSC Certificate** for the Date of Birth of the applicant.

3. **PVTG (Only Applicable when the applicant is opted for PVTG):** check the Tribe /Community name which is available in ST certificate, and the Tribal name should come under **PVTG list [Annexure-1]** for that specific state or the **domicile state** to which the applicant belongs.

4. **Divyangjan Certificate (Only Applicable when the applicant is a Divyangjan):** If the applicant is a Divyangjan (Person with Disabilities), check his/her Certificate issued by competent authority.

5. **BPL certificate (Only Applicable when the applicant opted for BPL):** BPL certificate issued by the competent authority should contain the name of the applicant and/or his/her parents

6. **Marksheet of all semesters/years:** Check all semesters/Year's mark sheets of master degree like MA, M.Sc., M. Com, MTech etc. and calculate the aggregate percentage. **(M.Phil. or Pre Ph.D.-marks will not be considered as Masters' Degree):**

   [**E.g. for calculation of Aggregate Percentage of Marks:** If the applicant has entered total no of semesters as "4" and entered the percentages as **1stSem:82%, 2nd Sem: 75%, In 3rd Sem :65%, in 4th Sem :87.6%** then the aggregate percentage will be: (82+75+65+87.6)/4 = 77.4%]

7. **Conversion factor formulae provided by university, from Grade to Percent:** In case of CGPA/OGPA grading system, percentage of marks may be derived by applying conversion formula.

8. **Valid Document for University Registration/ Admission:** If the applicant is registered himself/herself in the University as a Regular student then select option "YES" and check his/her registration letter/Joining letter from the uploaded documents as well as the Original document available physically with the applicant. **[Pre-Ph.D. course work is not considered as joining date]**

The personal details entered by the Applicant will appear by default as "Yes". If found to be incorrect, such credentials may be modified by selecting "No".

Verify the Student's Address Details. The details entered by the student will be displayed by default as "Yes". In case of any change, please select "No"., and the address will be modified if selected.

Verify the applicant's Status as above. Income certificate is not mandatory.

Verify the Student's Current University Details as above.

Post Graduate Details:-

Post-Graduation Aggregate Percentage of marks: mention the total **aggregate Percentage** of marks obtained in Master's Degree, and put the Converted Aggregate Percentage of Marks in case of CGPA/OPGA. Marks should be in percentage only. i.e 56.5, 78.0, 62.9 etc. (M.Phil./Pre Ph.D course work marks will not be considered)

Title of the Research work	TRW		Joined Course	Ph D	
Registration Date	05-11-2022		Admission Date	16-02-2022	
Joining Date	26-02-2022		End Date of the course	24-02-2022	
Starting Date of the Course			Course Enrolled Type	Regular	

Verification is done in presence of student (Is Student Physically Present for verification)   Yes   * No

Wheather Availed any scholarship from MoTA/ Any other source   Yes   * No

This is to certify that the above information has been verified as per records submitted by the student to the University, and the candidature of the student is **APPROVED** for consideration of his/her application for next level selection process.

This is to certify that the above information has been verified as per records submitted by the student to the University and the candidature of the student is found to be **REJECTED** for receiving the Fellowship, due to Reason:-

- **Title of Research work:** mention "Title of Research Work"
- **Joined Course:** Select the option from the drop-down menu. (M.Phil./Ph.D./M.Phil. +Ph.D.)
- **Registration Date:** Select the registration date from the calendar
- **Admission Date:** Select the admission date from the calendar
- **Joining Date:** Select the joining date from the calendar
- **starting date of the Course :** Select the starting date of the course.
- **End Date of Course:** Select the end date from the calendar
- **Course Enrolled Type:** Select the Course type regular/distance (**Note: Distance courses are not eligible**)

- **Availed scholarship from MoTA/any other source:** select the option **"YES"** if the applicant is **availed/availing** scholarship from other sources, for the same course. Select the option **"NO"** if the applicant has not availed/is availing scholarship for this course from any other sources.

- **Source Name:** mention the source name from where the applicant availed/availing the scholarship (Other Sources like, Non-NET, University Scholarship etc.)

- **Amount Per Month:** Mention the amount of scholarship per month he/she is availed/availing

- **Received from Date:** Select the date from the calendar

- **To Date:** Select the date from the calendar

- **Total Amount Received:** Enter total amount received

- **Previous Awardee No/Reference No:** If the applicant has already applied/selected for National Fellowship, mention his/her awardee number/reference number by enquiring the applicant. (E.g. 201718-NFST-XXXXXXXX)

Net Qualification Details   Yes   No   Choose File No file chosen

- **Net Qualification Details:** select **YES** if applicant has qualified **NET Examination,** and upload the related document in PDF format.

Please upload correct documents in single pdf if any uploaded single multiple document is not valid.   Choose File No file chosen

- **Any Missing Document while applying by the applicant :** If any document is found missing/not uploaded, please upload such missed document/s as a single document in PDF format .

- **Option as Approved:** If documents found correct, then ✓ on the box **"Approved for consideration of his/her application for the next level selection process."**

- **Option as Rejected : If found incorrect,** then ✓ on the box **"Rejected for receiving the Fellowship, Due to Reason-."**

- **Reason for Rejection:** Put ✓ any of the reason for Rejecting the Application from the options available.
- **Remarks:** Please put your valuable remarks if any.
- **Submit:** Read the **"I agree to the following"** before clicking on **"Submit"** button.
- After submission of the approved/verified application by the **"Nodal officer/Verifying Officer"** the application will go for **Selection process.**

NB: Screening process will be initiated based on the University/Institute verification.

Please raise your query, if any, at https://tribal.nic.in/Grievance , by going to "Communication Tab" after Login yourself in University login

****

Annexure-1 [PVTG LIST] :

Ministry of Tribal Affairs	
State-wise list of Particularly Vulnerable Tribal Groups (PVTGs)	
Name of States/Union Territory	**Name of the Particularly Vulnerable Tribal Group**
Andhra Pradesh (including Telangana)	Chenchu
	Bodo Gadaba
	Gutob Gadaba
	Dongaria Khond
	Kutia Kondha
	Kolam
	Konda Reddi
	Kondasavara
	Bondo Porja
	Khond Porja
	Parengi Porja
	Tothi
Bihar (including Jharkhand)	Asur
	Birhor
	Birjia
	Hill Kharia
	Korwa
	Mal Paharia
	Parhaiya
	Sauria Paharia
	Savara
Gujarat	Kolgha
	Kathodi
	Kotwalia
	Padhar
	Siddi
Karnataka	Jenu Kuruba
	Koraga
Kerala	Cholanaikayan
	Kadar
	Kattunayakan
	Koraga
	Kurumbas

Madhya Pradesh (including Chhattisgarh)	Abujh Maria
	Baiga
	Bharia
	Birhor
	Hill Korba
	Kamar
	Sahariya
Maharashtra	Katkaria /kathodi
	Kolam
	Maria Gond
Manipur	Maram Naga
Orissa	Chukutia Bhunjia
	Birhore
	Bondo
	Didayi
	Dongaria Khond
	Juang
	Kharia
	Kutia Kondha
	Lanjia Saura
	Lodha
	Mankirdia
	Paudi Bhuiya
	Saura
Rajasthan	Saharia
Tamil Nadu	Irular
	Kattunayakan
	Kota
	Korumba
	Paniyan
	Toda
Tripura	Raing
Uttar Pradesh (including Uttrakhand)	Buksa
	Raji
West Bengal	Birhor
	Lodha
	Totos
Andaman & Nicobar island	Great Andamanies
	Jarawa
	Onge
	Sentinelese
	Shom Pen

चयन वर्ष 2022-23 के लिए अनुसूचित जनजाति के उम्मीदवारों के लिए राष्ट्रीय समुद्रपारीय छात्रवृत्ति योजना (एनओएस)।

जनजातीय कार्य मंत्रालय, भारत सरकार, चयन वर्ष 2022-23 के लिए अनुसूचित जनजाति के उम्मीदवारों से राष्ट्रीय समुद्रपारीय छात्रवृत्ति योजना (एनओएस) के लिए ऑनलाइन आवेदन आमंत्रित करता है। यह छात्रवृत्ति परास्नातक (मास्टर) स्तर, पीएचडी और पोस्ट-डॉक्टरल अनुसंधान कार्यक्रमों में विदेश में उच्चतर अध्ययन करने के लिए चुने गए छात्रों को प्रदान की जाती है।

छात्रवृत्ति के लिए स्लॉटों की संख्या: 20

इच्छुक उम्मीदवार **https://overseas.tribal.gov.in/** के माध्यम से ऑनलाइन आवेदन कर सकते हैं। ऑनलाइन आवेदन जमा करने की अंतिम तिथि है: - **30/07/2022**

उम्मीदवार अधिक जानकारी के लिए मंत्रालय के पोर्टल: https://overseas.tribal.gov.in/ को देख सकते हैं।

नोट: योजना दिशानिर्देश संशोधन के अधीन हैं और परिवर्तनों को जल्द ही अधिसूचित किया जाएगा। उम्मीदवारों से उपर्युक्त पोर्टल पर नजर रखने की अपेक्षा है।
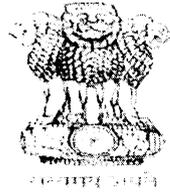
GOVERNMENT OF INDIA
MINISTRY OF TRIBAL AFFAIRS
[Scholarship Section]

National Overseas Scholarship Scheme (NOS) for ST candidates for the Selection year 2022-23.

The Ministry of Tribal Affairs, Government of India, invites online applications for the **National Overseas Scholarship Scheme (NOS) from ST candidates** for the selection year **2022-23.** The scholarship is awarded to students selected for pursuing higher studies abroad at the Masters level, Ph.D and Post-Doctoral Research programmes.

Number of slots for Scholarship: 20

Interested Candidates may apply online through https://overseas.tribal.gov.in/ The last date for submitting applications online is :- **30/07/2022**

For more details candidates may visit Ministry's portal: - **https://overseas.tribal.gov.in/**

Note: Scheme guidelines are under revision and changes will be notified soon. Candidates are required to keep watch on the above mentioned portal.