

GOVERNMENT OF ODISHA
ST & SC DEVELOPMENT, M&BCW DEPARTMENT

No. 15376 / SSD,
STSCD-POMS-PLAN2-0002-2013

Date 04.07.2026

From

B. Parmeswaran, IAS
Commissioner-cum-Secretary

To

All Collectors

Sub: Instructions regarding implementation of scholarship schemes of this department for ST, SC, OBC, SEBC and EBC students for AY 2026-27

Sir/Madam,

I am to state that the ST & SC Development, Minorities and Backward Classes Welfare Department implements various Pre-matric and Post-matric scholarship schemes for eligible ST, SC, OBC, SEBC and EBC students. This enables students from these disadvantaged communities with weaker financial backgrounds to pursue education and transition to higher studies.

These schemes are governed by the Government of India guidelines issued by the respective ministries along with executive instructions issued by this department from time to time.

The eligibility for applying for pre-matric and post-matric scholarship are as below:

1) **Eligibility for Pre and Post Matric scholarship:**

i) The student must belong to ST/SC/OBC/SEBC/EBC community with annual family income not exceeding 2.5 lakhs.

ii) The caste certificate of the applicant should be issued by revenue officer of Odisha not below the rank of Tahsildar.

iii) For EBC candidates, a self-declaration of caste is required to be submitted in the Odisha State Scholarship Portal.

iv) For OBC/SEBC/EBC candidates applying for post-matric scholarship, she/he must secure more than 50 percent marks in the qualifying exam (For eg: in class XII for Plus 3 or B.Tech courses) and also more than 50 percent in previous year of the course for subsequent year (For eg: in year 1 of Plus 3 for receiving scholarship in year 2).

TRC

2) Verification of Institutions:

The application, verification and approval processes outlined below must be strictly adhered to by all field level stakeholders to ensure smooth implementation:

a) All District, Block and institutional authorities are instructed to verify the course fee entered in the institution profile and ensure that it exactly matches the fee-related documents uploaded by the institution on the Odisha State Scholarship Portal (OSSP) before approving of first application for such institutions. DWO/ADWO and WEO will be responsible for financial loss in case wrong amount is verified and approved.

b) The two-member inspection committee constituted in every block and Urban Local Body, as per Department Letter No.24885/SSD dated 16.10.2025, shall undertake inspection of all newly applied institutions irrespective of its category and submit the same to the Department for further action. Private Technical and Professional institutions verified last year need not be verified. A detailed guideline on surprise visit of such institutions is being issued separately.

3) One-time Registration in National Scholarship Portal by all applicants:

As per the directives of Govt. of India, all the fresh applicants of Post-matric and Pre-matric scholarship schemes under Centrally Sponsored Scholarship Schemes, are required to generate One Time Registration (OTR) number in National Scholarship Portal (NSP) prior to applying in State Scholarship Portal.

Accordingly, students are required to visit National Scholarship Portal (NSP) (URL - <https://scholarships.gov.in>) for generation of the One Time Registration (OTR) number. The step by step guidelines for reference number generation (Step 1) and OTR generation (Step 2) is at Annexure A. The students who had already generated OTR number during the year 2025-26 are not required to regenerate it. OTR is valid throughout the academic career.

As name, gender & date of birth (DOB) details will be processed as mentioned in Aadhaar, students should be advised to keep their Aadhaar updated. After successfully getting OTR, eligible students are required to visit Odisha State Scholarship Portal (OSSP) and provide OTR number to apply for scholarship for AY 2026-27. Please note that scholarship application has to be done only in OSSP and not on National Scholarship Portal by the students of Odisha.

In case of Pre-matric scholarship, as the applications of eligible students of class IX-X are initiated and forwarded by the HMs of High Schools, the concerned school authority shall facilitate the generation of reference number and OTR for the eligible beneficiaries of their school.

4) **Verifying and approving authority of Pre and Post-matric Scholarship:**

Pre-Matric Scholarship applications for Classes IX and X, and Post-Matric Scholarship applications for +2 and +3 courses in the General Stream, shall be approved by the WEOs. Post-Matric Scholarship applications for all courses other than +2 and +3 shall be approved by the competent authority as detailed in this Department Letter No.15294/SSD dated 03.07.2026.

5) **Verification of educational status of Post-Matric OBC, SEBC and EBC students related to marks:**

OBC, SEBC and EBC students securing more than 50% marks in the last qualifying exam and also in the immediate previous year exam only will be eligible to apply under post-matric OBC, SEBC and EBC scholarship scheme.

For example, if a student secures less than 50% marks in +3 2nd year, he/she will not be eligible for scholarship in +3 3rd year even though he/she had secured more than 50% in Plus 2 (last qualified exam).

6) **Verification of Caste and Income Certificates of applicants in OSSP :**

Effective from the academic year 2025-26 e-District portal and OSSP have been linked through API integration. This API service will be used for validation of Income and caste certificates of applicant.

a) The Income and caste certificate of students issued after 1st February 2020, will be verified through e-District portal.

b) For fresh applications (first-time in portal) and for renewal in a new course, the Income Certificate shall be accepted ONLY if it has been issued during the current financial year or either of the two immediately preceding financial years. i.e 2024-25 and 2025-26.

c) There is no time bar in case of caste certificates, as they are valid for lifetime. Students providing caste certificate issued to them prior to 1st February 2020, will be required to upload the same in their online application.

d) Upon entry of Income and Caste Certificate reference number by the applicant, OSSP will authenticate the same with e-District portal.

e) On authentication of Income and Caste Certificate reference number, certificate details, such as name of the person to whom certificate is issued, father's/ mother's name of the certificate holder, caste category/ Income amount (as the case may be) and date of certificate issuance, shall be displayed as per information obtained from e-district portal. Token number of the caste/ income certificate will also be captured in student's application page.

f) As verifying authority, both institution and DWOs/ WEOs must carefully match the details fetched from e-district portal with the applicant's details, such as applicants' name, father's name and mother's name etc. In case of any mismatch found, the application shall be reverted by the verifying authority.

g) While the issued certificate will not be fetched in OSSP, concerned institution/district officials are free to visit the e-district portal link for cross checking in case of any doubt by providing certificate reference number and token number.

h) In cases where student chooses the option of caste certificate issuance year as before 1st February 2020, manual upload of certificate is enabled for the students. Such cases shall be properly verified by both institutions and DWO/WEOs for authenticity of the uploaded certificate.

7) **Mapping of course fee amount against individual courses under Post matric Scholarship schemes in OSSP:**

a) Institutions are required to update their profile details and upload affiliation document, annual course fee amount against individual course/ branch etc., as required.

b) Upon completing the profile updation, institutions shall download the pdf "Institution Declaration Document" provided in profile section (pre-filled based on the information entered by the institution) and upload the same, duly sealed and signed by the Head of the Institution in the relevant field.

c) Concerned approving authority shall verify institution profile and ensure that the course/branch name, fee & affiliation/recognition related documents given by institution are correct and valid. In case of any anomaly found by the DWO/ADWO/WEO, all applications shall be reverted to the institution to make necessary modification in the profile section.

d) The upper limit of course fee approved by the department for ST & SC students is configured in portal against individual course/ branch. Wherever institution course fee is more than the capped amount, course fee amount shall be limited as per the amount capped in state login for approval. However, if the institution course fee is less than the capped amount, same will populate as course fee in approving authority login for approval.

e) In case of Premier Institutions, the course fee amount mentioned by institutions will populate as course fee in DWO login for approval even if it is beyond the capping amount, as per the Department resolution no.23462/SSD dated 20.09.2025.

f) The maximum capping amount for approval of course fee under Postmatric scholarship to ST and SC students against individual courses and the list of premier Institutions can be referred from the above resolution.

8) **Reversion and Rejection of Applications:**

Reversion and rejection of applications should be done only with appropriate reasons and remarks selected from the dropdown menu available in OSSP under the concerned login. In case an application is rejected by the institution/ approving authority on grounds of forgery, the applicant will be blacklisted from applying further in OSSP.

However, in case of reversion, the applicant will be able to correct/update the required details and resubmit the application. Therefore, all verifying and approving authorities are instructed to exercise the reject/revert options appropriately.

9) **Financial Assistance Scheme under MMCPY:**

The Government of Odisha has revised the Financial Assistance Scheme under Mukhyamantri Medhabi Chatra Protsahan Yojana (MMCPY) for ST and SC students pursuing higher education vide resolution No.13397/SSD dated 10.06.2026 (Annexure B). Under the revised guidelines, all the ST and SC students with an annual family income not exceeding Rs.1 lakh who are studying in premier National-Level Institutions or State Government-run Medical and Engineering Colleges are eligible under the scheme.

Only the students applied under the Centrally Sponsored Post-Matric Scholarship through Odisha State Scholarship Portal (OSSP) shall be considered for Financial Assistance Scheme under MMCPY. No physical application form shall be entertained by DWOs or the educational institutions.

10) **Timely verification and approval of application:**

It has been decided to follow the timeline below for the academic year 2026-27:

- i) Opening of the portal to receive applications: 15.07.2026
- ii) Last date of verification by the Institutions: 25.09.2026
- iii) Last date for approval by the approving authority : 31.10.2026

Once the portal is opened, all applications should be verified and approved every Monday by the appropriate authority to ensure timely disbursement of scholarship to the beneficiaries.

You are requested to issue necessary instructions to all concerned administrative officials and educational institutions within your respective jurisdiction for awareness of all eligible students and to ensure full compliance with these stipulations.

Yours faithfully,

TRR
3/7/26

Commissioner-cum-Secretary

Memo No. 15377 / Date: 04.07.2026

Copy alongwith copy of the enclosures forwarded to the P.S. to Commissioner-cum-Secretary to Govt., S & ME Department for kind information and with a request to issue necessary instructions to District Education Officer/ Block Education Officers to ensure necessary compliance in the schools under their jurisdiction.

A-P
3.7.2026
Deputy Secretary to Government

Memo No. 15378 / Date: 04.07.2026

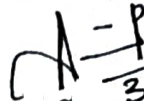
Copy alongwith copy of the enclosures forwarded to Director ST, Director SC Welfare, Director OBC for kind information .

A-P
3.7.2026
Deputy Secretary to Government

Memo No. 15379 / Date: 04.07.2026


Copy alongwith copy of the enclosures forwarded to to All BDOs/ All District Welfare Officers/ All Welfare Extension Officers for kind information and necessary action.

All DWOs/WEOs are requested to circulate this letter among the heads of the educational institutions under their jurisdiction for necessary compliance.


3.7.2026
Deputy Secretary to Government

Memo No. 15380 / Date: 04.07.2026

Copy alongwith copy of the enclosures forwarded to CEO, OCAC for kind information and necessary action.


3.7.2026
Deputy Secretary to Government

One-Time Registration (OTR) registration on NSP portal

Step-by-Step process flow to generate Reference No. & One-Time Registration (OTR) Number on the National Scholarship Portal:

STEP-1: Generation of Reference No.:

➤ Visit NSP Portal:

Open your browser and go to scholarships.gov.in → Student → One Time Registration (OTR) → Login

Students



Announcements

View All



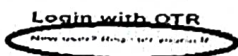
OTR



➤ Start new registration:

Click New user? Register Yourself

Students



TBR

➤ **Register:**

- Enter an active mobile number, verify with the OTP, and fill in the CAPTCHA.
- Provide your Aadhaar number and the OTP sent to the mobile number linked to Aadhaar. If OTP is not received, then confirm the mobile number is active and linked with Aadhaar.
- Confirm e-KYC details and add any required information.

Upon successful registration a reference number will be generated and sent to the registered mobile.

You have successfully generated the reference and your reference number is:

R25-~~XXXXXXXXXX~~

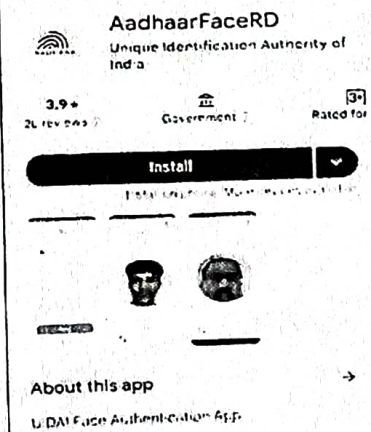
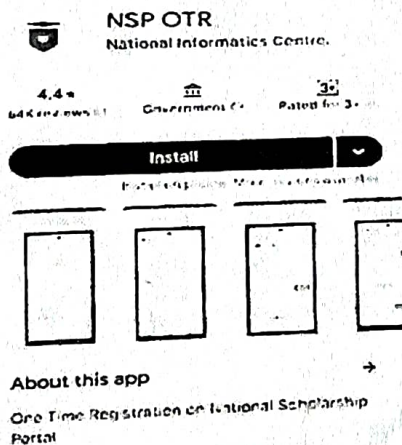
Kindly download the NSP OTR mobile app and complete your face authentication for generating OTR.



STEP-2: Generation of One-time Registration Number:

➤ **Install Apps**

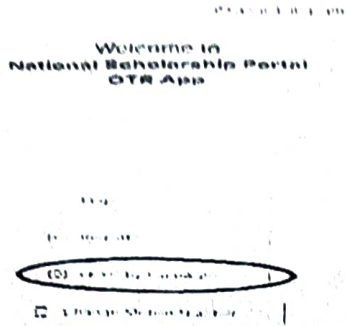
Download and install NSP OTR and Aadhaar Face RD from the Google Play Store (Android only).



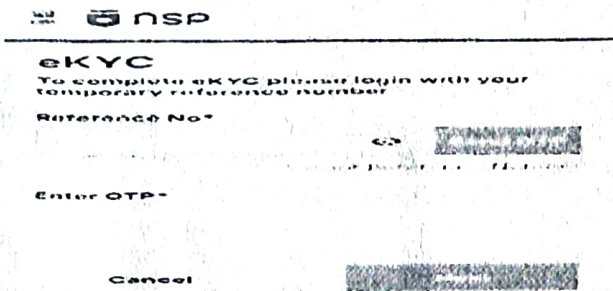
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➤ **Complete Face Authentication:**

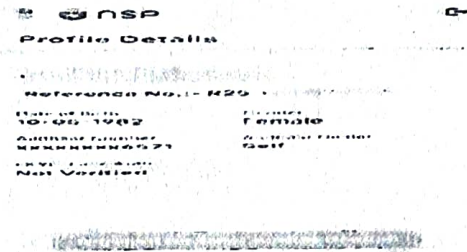
- Open the NSP OTR app and select eKYC by FaceAuth.



- Enter the reference number and OTP received on the registered mobile.

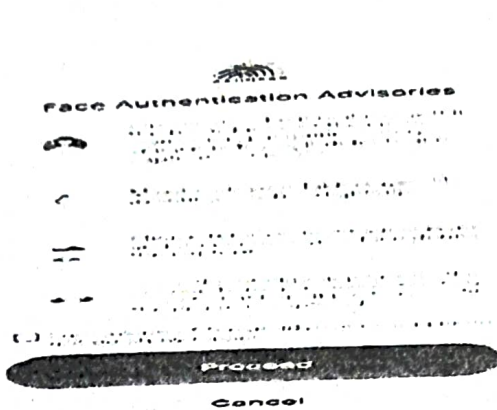


- Review your Aadhaar details and click Proceed for Face Authentication.



- Tick the advisories checkbox and click "Proceed". Then the student's face has to be close to the camera and on his/her blinking the eye, photo gets captured for face authentication. If face authentication fails, ensure good lighting, steady internet, allow camera permission or clean the camera lens.

TBR



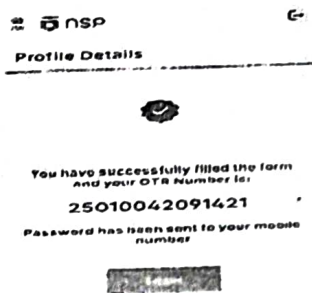
Aadhaar Auth

Please Blink to Capture



➤ Receive OTR Number

On successful face authentication the OTR number will be displayed in the app and will also be sent to registered mobile number. The **Know your OTR** (on clicking on **Login with OTR** and then **'Forgot OTR'**) option on NSP can also be used if OTR is inadvertently misplaced.



Know Your OTR/Reference no.



Important Instructions:

- OTR is mandatory to apply for PRE-Matric and POST-Matric Scholarship
- Aadhaar is required for generation of OTR.
- OTR number is generated once and remains valid throughout the student's academic career
- OTR generation is a two-step process:
 - Generate Reference No. (to be done via NSP website or NSP OTR Mobile App)
 - Perform face-authentication to get OTR. (to be done through NSP OTR Mobile App)
- If any error comes while doing face authentication, kindly update UIDAI "Aadhaar FACE RD" App from Play Store.
- Ensure that the Biometric Lock / Unlock status should be as "Unlocked" for authentication in Aadhaar. To check the status click on the "Lock/Unlock Aadhaar" option on myAadhaar web portal (please refer to the link: <https://resident.uidai.gov.in/bio-lock>).

TRR

GOVERNMENT OF ODISHA
ST & SC DEVELOPMENT, M & BCW DEPARTMENT

No. 13397 /SSD, Bhubaneswar. Date 10.06.2026
STSCD-POMS-PLAN1-0013-2015

RESOLUTION

Sub: Revised guidelines and operational modalities under the "Financial Assistance Scheme under Mukhyamantri Medhabi Chatra Protsahan Yojana (MMCPY) for ST and SC students for Higher Education."

In supersession of the Department resolution no.12990/SSD dated 05.07.2023, the Government of Odisha after careful consideration have been pleased to revise the "Financial Assistance Scheme under Mukhyamantri Medhabi Chatra Protsahan Yojana (MMCPY) for ST and SC students for Higher Education" as below:

Objective:

The primary objective is to provide timely and seamless financial assistance to meritorious Scheduled Tribe (ST) and Scheduled Caste (SC) students from low-income households to cover their academic expenditure, living expenses and other incidental costs while prosecuting higher studies in premier National Level Institutes and State Government-run Medical and Engineering Colleges approved by the state level committee for rationalisation of fee structure from time to time.

Eligibility criteria:

To avail benefits under the scheme, a student must fulfill the following criteria:

1. The student must belong to either the Scheduled Tribe (ST) or Scheduled Caste (SC) community of Odisha.
2. The student must be a permanent resident of the State of Odisha.
3. The total annual family income of the student from all sources must not exceed Rs.1,00,000/- (Rupees One Lakh only).
4. The student should be pursuing higher studies (after class 12th) in the approved professional or technical course in a premier National Level Institution or a State Government-run Medical and Engineering College. The present list of such



approved colleges are specified in department resolution no.23426/SSD dated 20.09.2025.

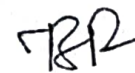
5. Only the students applied under the Centrally Sponsored Post-Matric Scholarship scheme through Odisha State Scholarship Portal (OSSP), shall be considered for financial assistance under MMCPY.
6. The eligible ST and SC students will get the entire academic fees paid from the Centrally sponsored scheme of Post-Matric scholarship. For the non-academic expenses, they will receive additional funds over and above the Centrally sponsored scheme to such an extent that the total non-academic entitlement per annum shall be limited to **Rs.45,000/-**

Operational modalities :

1. The physical/offline application system had already been dispensed with vide department letter no.22683 dated 15.09.25. No physical application forms shall be entertained by the District Welfare Officers (DWOs) or the educational institutions. Only application in the online Odisha State Scholarship Portal (OSSP) is allowed.
2. Eligible ST and SC candidates who successfully submit their online applications for the Centrally Sponsored Post-Matric Scholarship on the Odisha State Scholarship Portal and meet the annual family income threshold upto Rs.1 Lakh will be automatically eligible under MMCPY.
3. No bills are required to be submitted by the applicants.
4. The approved top-up amount shall be credited directly into the beneficiary student's aadhar-seeded bank account via Direct Benefit Transfer (DBT) mode after the Centrally sponsored scheme of Post Matric scholarship is sanctioned.
5. Students benefiting under the Top-Class Education scheme sponsored by the Ministry of Tribal Affairs or Ministry of Social Justice & Empowerment, Government of India are not eligible under "Financial Assistance Scheme under Mukhyamantri Medhabi Chatra Protsahan Yojana (MMCPY)"

This resolution shall come into force from academic year 2025-26 onwards.

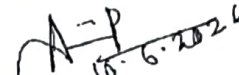
By order of the Governor




B. Parameswaran, IAS

Commissioner-cum-Secretary to Government

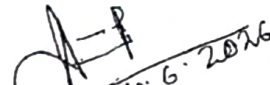
Memo No. 13398 /SSD Dated 10.06.2026
Copy forwarded to the P.S. to Honourable Minister of ST & SC Development,
Minorities & Backward Classes Welfare of Odisha for information.


10.6.2026
Deputy Secretary to Government

Memo No. 13399 /SSD Dated 10.06.2026
Copy forwarded to all Collectors and all DWOs for information and necessary
action. They are requested to ensure wider dissemination of the revised resolution.


10.6.2026
Deputy Secretary to Government

Memo No. 13400 /SSD Dated 10.06.2026
Copy forwarded to the General Manager, OCAC for information and necessary
action.


10.6.2026
Deputy Secretary to Government

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA
(ST & SC DEV., M & BCW SECTION)
(email: dwokhordha@gmail.com)

Memo No. 1820 / Date. 06.07.2020 /

Copy forwarded to DEO, Khordha/ all ADWOs /all WEOs /all BEOs of Khordha district for information & necessary action.


District Welfare Officer,
Khordha

Memo No. 1821 / Date. 06.07.2020 /

Copy forwarded to all Dean/ Principals of Educational Institutions/ all HMs of SSD Schools/ all HMs of Govt./ Govt. Aided High Schools under S&ME Department of Khordha district for information & necessary action.


District Welfare Officer,
Khordha