

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

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 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.

ALLOCATION AND RATE OF SCHOLARSHIP

The basic allocation and rates will be as under :

DIRECTORATE	COURSE	Eligibility Criteria	SCHOLARSHIP RATE PER MONTH (RS.)
DPI	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/-
	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/- Respectively
DSE	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/-
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/-
DME	UG (MEDICAL-DEGREE) AND DIPLOMA COURSES	At least 60% marks in Last Qualifying Exam	5000/- AND 1500/- RESPECTIVELY

MEANS JUDGING CRITERIA

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

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 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.

MERIT JUDGING CRITERIA

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.

- 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 thereafter, 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.

User Manual for
Online Application Process in
Swami Vivekananda Merit cum Means Scholarship (V4.0)
Government of West Bengal

<https://svmcm.wbhed.gov.in>



Steps to be followed to apply online for Swami Vivekananda Merit Cum Means Scholarship:

Step 1: Open the home page of e-Governance portal Banglar Uchchashiksha (<https://banglaruchchashiksha.wb.gov.in>) and click on **SVMCM Scholarship** tab to open the web portal of Swami Vivekananda Merit Cum Means Scholarship in any browser and click on **Registration** option on the right side of the menu. [Shown in Fig:01 ,Fig:02]



Fig: 01



Home

About

How To Apply

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WB State Emergency Relief Fund

Applicant Login

Registration

1800-102-8014 | helpdesk.svmcm-wb@gov.in

"Education is the manifestation of the perfection already in the man."

- Swami Vivekananda

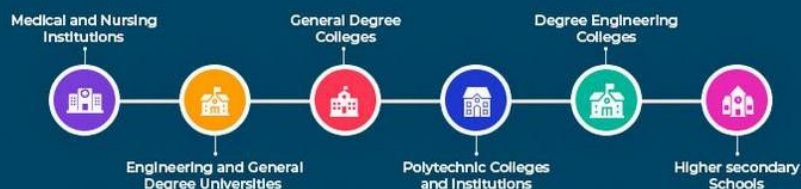


Fig: 02

Step 2: Please download the operation manual before proceeding for registration, by clicking on **Download User Manual** button and also read the **Instructions** given in the page. After that click on the checkbox to agree terms and then **Proceed for Registration**. [Shown in Fig: 02]

Instructions for submission of Online Application of Swami Vivekananda Merit Cum Means Scholarship

 Please download and go through the **Guidelines** of Swami Vivekananda Merit Cum Means Scholarship carefully before you start filling the Online Application Form.

SVMCM & Kanyashree(K3) Applications

[M.Phil/NON-NET/NET-LS Research Fellow](#)

Schedule for Online Application

Application Type	Opening Date	Closing Date
Fresh Application 2022(Only Clas XI)	17.08.2021	----
Renewal(Only Clas XI) Application	17.08.2021	----
Fresh Kanyashree (K3) Application 2022	----	----

Application Procedure: Steps to be followed to apply online

Step 1

Online Registration: At first applicants need to fill up and submit the online registration form. On successful submission of the Registration Form, an Applicant ID of 15 characters will be generated and it will be used to login and complete the remaining Steps of the Application Form. The Applicant ID also required for all future correspondences. Please maintain the Password Policy, for choosing the Password in the Registration Form, as instructed. Please download the Registration Slip or note down the system generated Applicant ID for future use. The Applicant ID will also be sent to the mail id, entered at the time of registration.

Applicants, willing to apply for K3 are required to fill up the authentication form to verify their existence in Kanyashree(K2) with the input fields **Kanyashree(K2) Year of Application, Kanyashree ID, Applicant's Name, Applicant's Date of Birth, Father's Name, Mother's Name**. On successful completion of K2 authentication applicants will be forwarded to registration form. The rest of the process is same as fresh application procedure.

**** Girls' students pursuing regular course of Post-graduation in Science/Arts/Commerce but do not have any Kanyashree(K2) ID are requested to apply under Directorate of Public Instruction category. The criteria and benefits are same as Kanyashree(K3).**

For Renewal of existing beneficiaries, Online registration is not needed, rather they can login with their previous Applicant ID and Password to apply for renewal.

Note: Eligibility criteria for application in Swami Vivekananda Merit cum Means Scholarship 2022 are mentioned in advertisement and also in the About section, available under **Downloads** menu and **About** menu respectively.

If Applicants forget their Applicant ID or Password, they can retrieve the same using Forgot Applicant ID/Password option from Applicant Login option.

Step 2

Online Application: Login with the generated Applicant ID, Password (which was set during Registration Process) and Captcha (Security Code). After successful login, fill up rest of the application forms. While uploading Scanned Copy of Image and Signature, please maintain **File Format and File Size** as mentioned. Image and Signature format should be **JPG/JPEG** and size should be in between **20KB-50KB** and **10KB-20KB** respectively.

Step 3

Upload Documents: After successful submission of application forms, **Scanned Supporting Document Upload** form will be appeared. Upload all necessary documents as mentioned in the form. While uploading, please maintain the **File format and File size**, as mentioned. Files should be in **PDF** format and size should not exceed **400KB**.

In the upload documents form, select the Competent Authority (BDO/SDO/Jt. BDO / BLRO (Panchayat Area), Executive Officer / Finance Officer / Education Officer in case of municipality, Commissioner / Dy. Com / Municipal secretary in case of Corporation Area, G.R-A Gazetted Officer) whom the Income Certificate is issued from.

Documents to be uploaded for Fresh and Kanyashree Application:

- Mark sheet of Madhyamik Examination or its equivalent (Both sides)
- Mark sheet of last Board/Council/University/College examination (Both sides)
- Admission receipt
- Income certificate of family (**Not Applicable for Kanyashree**)
- Domicile certificate as Aadhaar ID/Voter ID/Ration card/Certificate Issued by concerned authority
- Scanned copy of Bank Passbook (1st Page, containing A/C No. and IFSC)

Documents to be uploaded for Renewal Application:

- Copy of the Marksheet of the last examination in the present course of study. (Both sides and in case of semester examination system, both semester Marksheets).
- Admission receipt for the promotion to the next higher class

Format for Income Certificate is available under Downloads option in the Top menu in all pages.

Step 4

Submission: After successful upload, Check the application in view mode & click on **Submit Application** to complete the application process.

Step 5

Edit: After submission of application form in the portal there will generally not be any option to edit application details. However, if any modification (for example, change of Institution details etc.) is needed after submission, applicant may approach concerned HOI/DI for such modification. HOI/DI will then unlock the application and the applicant will then be able to edit the application details. The applicant may also approach helpdesk by sending email (he/she must give registered mobile number in the email) for getting such edit option.

☐ This is to declare that I have read the instructions properly and I agree to abide by them.

[Proceed for Registration](#)

[Download User Manual](#)

Step 3: Choose appropriate **Directorate** and then click on **Apply for Fresh application**. [Shown in Fig:03]

The figure shows a 'Registration Category' selection screen. At the top, there is a green header with the text 'Registration Category'. Below this, there are six rectangular boxes arranged in a 2x3 grid. Each box contains a computer icon, a directorate name in a red-bordered box, a description in red text, and a dark blue button labeled 'Apply For Fresh Application' with a red arrow pointing to it. The directorates are: Directorate of School Education (DSE), Directorate of Technical Education and Training (DTE&T), Directorate of Public Instruction (DPI), Directorate of Technical Education (DTE), Directorate of Medical Education (DME), and Kanyashree Prakalpa (K3).

Directorate	Description
DIRECTORATE OF SCHOOL EDUCATION (DSE)	(Studying in Higher Secondary Schools)
DIRECTORATE OF TECHNICAL EDUCATION AND TRAINING (DTE&T)	(Studying in Polytechnic Colleges or Institutions)
DIRECTORATE OF PUBLIC INSTRUCTION (DPI)	(Studying in General Degree Colleges or Universities)
DIRECTORATE OF TECHNICAL EDUCATION (DTE)	(Studying in Degree Engineering or Technical Colleges or Universities)
DIRECTORATE OF MEDICAL EDUCATION (DME)	(Studying in Medical/Nursing Colleges or Institutions)
KANYASHREE PRAKALPA (K3)	(For General PG Courses of Kanyashree(K2) Girls)

Fig:03

Click on Apply For Fresh Application

Step 4: Online Registration:

Fresh Application Process:

For Fresh Application, fill up the Registration form and then Click on **Register** button.

Obtained Marks, Total Marks and Obtained Percentage of applicants from Qualifying Examination Board of **WBBSE** or **WBCHSE** or **WBSCT&VE&SD (for Lateral)** will be filled up automatically.
[Shown in Fig:04, Fig:05 and Fg:06]

REGISTRATION FOR SCHOLARSHIP

Details of Last Eligible Qualifying Board/Council/University Examination for Scholarship ?

Name of qualifying public examination*

HIGHER SECONDARY/EQUIVALENT



Name of the Board/Council/College/University*

West Bengal Council of Higher Secondary Education



Year of Qualifying Examination*

2019



Roll Number of last eligible Board/Council/College/University examination for Scholarship*

1001111152



Passing Year of 10th Standard Board/Council Examination*

2017



Roll No of 10th Standard Board/Council Examination*

11225E0257



Total marks obtained(Excluding additional or optional marks)*

429

Out of*

500

Overall percentage(Excluding additional or optional marks)(%)*

85.80

SS

Basic Details ?

First Name*

TEST



Middle Name

MIDDLE NAME

Last Name

APPLICANT



Mobile No*

9874563210



Email Id*

test.applicant@yahoo.in



Religion*

HINDUISM



Fig: 05

Present Course of Study ?

Select District

KOLKATA

Name of Institution*

Bethune College

Name of Present Course*

B.A

Discipline of Course*

GEOGRAPHY

Duration of Course (In years)*

3

Date of Admission*

01-08-2018

Password ?

Password*

.....

Confirm Password*

.....

Passwords matched!

Cancel

Register

Hover the Mouse here to See the Password Policy

Password should be strong. Password should contain minimum eight characters, consisting of atleast One Upper Case Alphabet (i.e. A-Z), One Lower case Alphabet (i.e. a-z), One Numeric Character (i.e. 0-9) & One Special Character (i.e. @\$%^&_).

Click here to Register

Fig:06

Kanyashree (K3) Application Process:

Applicants are required to **Authenticate** their previous Kanyashree Details for registration under Kanyashree(K3) application. [Shown in Fig:07, Fig:08 and Fig:09]

Kanyashree authentication

Year of Kanyashree(K2) Application

2015-2016

Enter Kanyashree ID (Case Sensitive)*

19063901cl0130000226

First Name of Applicant*

TEST

Middle Name of Applicant

MIDDLE NAME OF APPLICANT

Last Name of Applicant

APPLICANT

Enter Applicant DOB*

01-10-1995

Father's First Name*

DEMO

Father's Middle Name

FATHER'S MIDDLE NAME

Father's Last Name

FATHER

Mother's First Name*

DEMO

Mother's Middle Name

Mother's Middle Name

Mother's Last Name

MOTHER

Select Year

Kanyashree ID

Enter Name

Enter DOB

Father's Name

Mother's Name

Cancle

K2 Authentication

Click here to Authenticate

Fig:07

Successful
Authentication Message

Kanyashree applicant's authentication has been done successfully

X

Basic Details ?

Year of Kanyashree(K2) Application

2013-2014

Enter Kanyashree ID (Case Sensitive)*

19063901cd0130000226

First Name of Applicant*

TEST

Middle Name of Applicant

Middle Name of Applicant

Last Name of Applicant

APPLICANT

Mobile No*

8777025144

Email Id*

testapplicant2018@yahoo.in

Roll No of 10th Standard Board/Council Examination*

11205E22658

Passing Year of 10th Standard Board/Council Examination*

2013

Details of Last Qualifying Board/Council/University Examination Eligible for Scholarship ?

Year of Qualifying Examination*

2019



Name of qualifying public examination*

B.SC



Name of the Board/Council/College/University*

Kalyani University



Roll Number Of Last Eligible Board/Council/College/University Examination for Scholarship*

22515156854



Total marks obtained(Excluding additional or optional marks)*

800



Out of*

1000



Overall percentage(Excluding additional or optional marks)(%)*

80



Fig:08

Present Course of Study ?

Select District NADIA ✓	Name of Institution* Kalyani University ✓
Name of Present Course* M.SC ✓	Discipline of Course* PHYSICS ✓
Duration of Course (In years)* 2 ✓	Date of Admission* 01-09-2018 ✓

Password ?

Password* ✓	Confirm Password* ✓
----------------------	------------------------------

Passwords matched!

[Cancel](#) [Register](#)

Hover the Mouse here to See the Password

Click here to Register

Fig:0

Renewal Application Process:

Renewal Applicants are not required to register rather they will login directly with their previous SVMCM Applicant Id and Password and complete the application process.

(Please scroll down to see the login process). [Shown from fig:11]

Step 5: After clicking on the **Register** button, enter the **OTP** sent to the mobile no. given at the time of registration. After successful verification of Mobile No., an **Applicant Id** will be generated. The **Login Credentials** will be sent to your registered mobile no and an email containing the Applicant ID and a copy of **Registration Slip** will also be sent to your registered Email ID. **Note down the Id** for subsequent login to complete rest of the Application Process and also for future use. [Shown in Fig:10 and Fig:11]

MOBILE NO. VERIFICATION

Enter the OTP for OTP ID #40924, sent to your Mobile No (XXXXXXX210)

••••

Close

Verify

Details of Last

Name of qualifying

HIGHER SECOND

Roll Number of last

1001115252

Roll No of 10th Standard Board/Council Examination*

11225E0257

Passing Year of 10th Standard Board/Council Examination*

2017

Total marks obtained(Excluding additional or optional marks)*

400

Out of*

500

Overall percentage(Excluding additional or optional marks)(%)*

80.00

Year of Qualifying Examination*

2019

Fig:10

✓

MOBILE NO. VERIFIED AND REGISTRATION DONE SUCCESSFULLY

Your Applicant ID is **WB1201602830445** and the same has been sent to your registered Mail Id.

* Please Login with the Applicant ID and Password, chosen at the time of filling up the Scholarship Application.

** Please keep this Applicant ID and Password for further use.

Download Registration Slip

Close

Click here to Download Registration Details

Fig:1

Step 6: Now click on **Applicant Login** option from any of the pages. Enter the **Applicant Id, Password** (Which was set during registration process) and **Security Code** in the appeared pop-up. Then click on the **Login** button. [Shown in Fig:12 and Fig:13]

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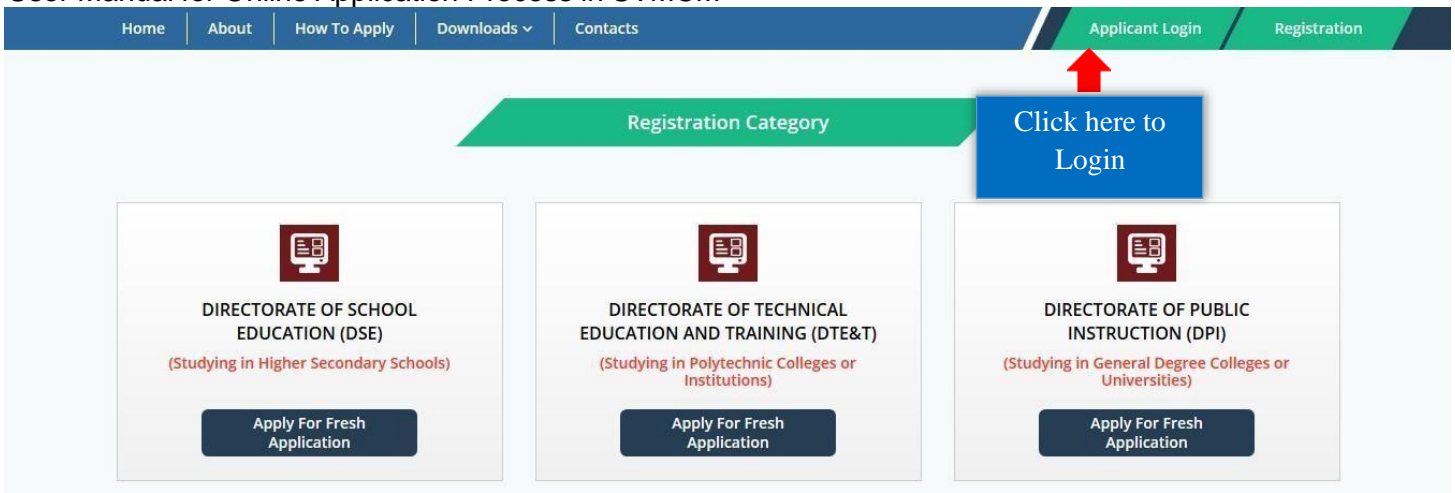
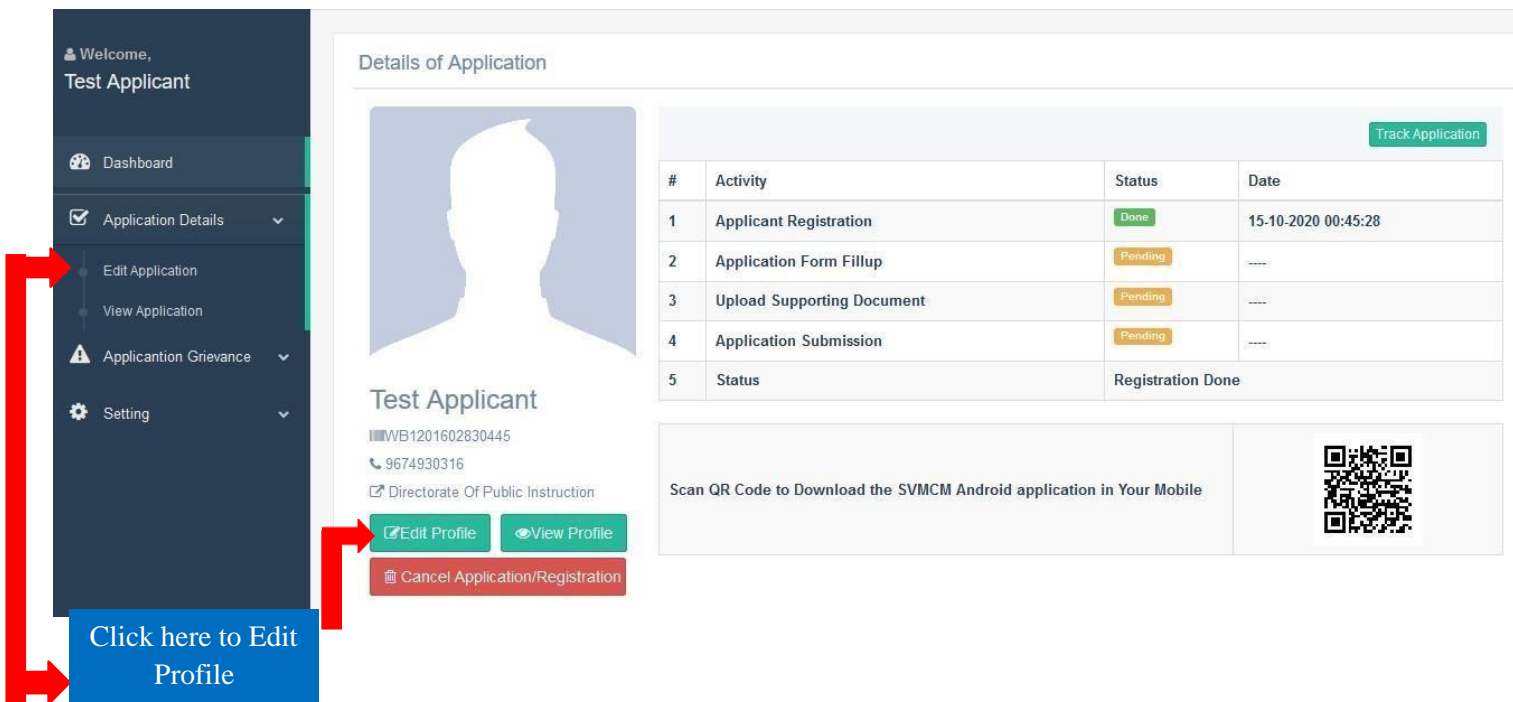


Fig:12

Step 7: After successful login, **Dashboard** of the concerned applicant will be appeared. Click on **Edit Profile** or **Edit Application** to continue the application process. Application process for Fresh and Kanyashree are same. [Shown in Fig:14]



Details of Application

Test Applicant


WB1201602830445
9674930316
Directorate Of Public Instruction

[Edit Profile](#) [View Profile](#)
[Cancel Application/Registration](#)

Track Application

#	Activity	Status	Date
1	Applicant Registration	Done	15-10-2020 00:45:28
2	Application Form Fillup	Pending	----
3	Upload Supporting Document	Pending	----
4	Application Submission	Pending	----
5	Status	Registration Done	

Scan QR Code to Download the SVMCM Android application in Your Mobile



Click here to Edit Profile

Fig:14

Step 8: At first fill up the **Basic Details** form and then click on **Save & Continue** button. Star marked fields are mandatory fields. Please maintain the **File Format** and **File Size** of Image and Signature t the time of upload of the same as mentioned in the form. In the Basic Details form, applicants only have to upload the image and signature as the other fields are already filled up during the time of the registration. [Shown in Fig:15]

User Manual for Online Application Process in SVMCM

Basic Details

Applicant Registration No.	WB1201602830445	Applicant Name	TEST APPLICANT
Mobile No.	9674930316	Email Id	subha.ghosal.new@gmail.com
Roll Number of 10th standard Board/ Council Examination or Equivalent	807821N0055	Year of 10th standard Board/ Council Examination or Equivalent	2017

Details of the qualifying public examination, eligible for scholarship:

Name of the examination	HIGHER SECONDARY/EQUIVALENT	Year of the examination conducted by Board/Council/University	2019
Reason regarding not applying for SVMCM in 2019-2020	Last due date of application was expired		
Name of the Board/Council/University	West Bengal Council of Higher Secondary Education	Roll No. of the Board/Council/University Exam	4611111444
Total marks obtained(Excluding additional or optional marks)	417	Out Of	500
Overall percentage obtained(%)	83.40		

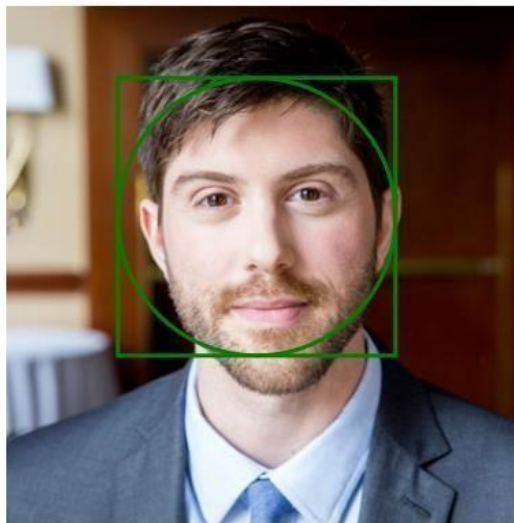
Present course of study

Name of the course	B.SC	Discipline of course	GEOGRAPHY, ECONOMICS, POLITICAL SCIENCE
Duration of Course (in Years)	3.00	Date of admission in this course	07-07-2019
Name of the present Institution	Vidyasagar College	District	KOLKATA

Upload Photograph

Photograph of Applicant:*
(Image Size: 20KB-50KB
Image Format: JPG/JPEG)

Browse... Tanmay_bk.jpg



Upload Signature

Signature of Applicant:*
(Signature Size: 10KB-20KB
Signature Format: JPG/JPEG)

Browse... WB11815324...ature.JPG



Click here to
Save & Continue



Save & Continue

Step 9: After successful submission of Basic Details form, **Personal Details** form will be appeared. Fill up the form and then click on **Save & Continue** button. Star marked fields are mandatory fields. While entering the Bank Details, enter the correct IFSC, Bank Name and Branch Name will automatically be fetched. [Shown in Fig:16]

Basic details of application has been updated successfully.

Personal Details

Name of Father	<input type="text" value="TEST"/>	MIDDLE NAME	<input type="text" value="FATHER"/>
Name of Mother	<input type="text" value="TEST"/>	MIDDLE NAME	<input type="text" value="MOTHER"/>
Profession of Father	<input type="text" value="BUSINESS"/>		
Name of guardian*	<input type="text" value="TEST"/>	MIDDLE NAME	<input type="text" value="FATHER"/>
Profession of guardian*	<input type="text" value="BUSINESS"/>	Relation with Guardian*	<input type="text" value="FATHER"/>
Date of Birth*	<input type="text" value="12-04-2002"/>	Sex*	<input type="text" value="MALE"/>
Religion*	<input type="text" value="HINDUISM"/>	Caste*	<input type="text" value="GENERAL"/>
Any Linguistic/Religious minority Community:*	<input type="text" value="No"/>	Whether the applicant is domiciled in West Bengal: *	<input type="text" value="No"/>
Whether Differently Able:	<input type="text" value="No"/>		
Aadhaar No.:	<input type="text" value="918268216321"/>		

Present Family address

House No.:	<input type="text" value="1A"/>	Street Name.:	<input type="text" value="BUSSTAND RD"/>
Town/Village.:	<input type="text" value="KANDI"/>	Post Office.:	<input type="text" value="KANDI"/>
PIN Code.:	<input type="text" value="742137"/>	District*	<input type="text" value="MURSHIDABAD"/>
State*	<input type="text" value="WEST BENGAL"/>		
Whether the applicant is in receipt of any other State/Central Government scholarship/stipend for the present course: *	<input type="text" value="No"/>		
Whether the applicant has been nominated/has received any other State/Central Government scholarship for the present course of study: *	<input type="text" value="No"/>		
Total income of family, in rupees, from all sources for the period from 1st April 2018 to 31th March 2019.:	<input type="text" value="150000"/>		

Bank details(Major A/C in the name of the Beneficiary concerned)

IFS Code.:	<input type="text" value="SBIN0013984"/>	Name of Bank*	<input type="text" value="STATE BANK OF INDIA"/>
Branch Name:	<input type="text" value="KANDI BUS STAND"/>	A/C No.:	<input type="text" value="33254784782"/>
Branch code:	<input type="text" value="013984"/>	MICR Code:	<input type="text" value="MICR Code"/>

Previous

Click here to Save & Continue

➔

Save & Continue

Fig:16

For Kanyashree:

Kanyashree applicants may change their bank details as required. In that case, they have to select a reason for the change from the given list. If, they choose 'Others' they have to mention the reason by themselves. [Shown in Fig:17]

Bank details(Major A/C in the name of the concern Beneficiary)

Name of Bank*	ORIENTAL BANK OF COMMERCE	A/C No:*	XXXXXXXXXXXX64
IFS Code:*	ORBC0100481	Branch Name:	BONKAPASI
Branch code:	BRANCH CODE	MICR Code:	MICR Code
Do you want to change Bank A/C*	YES	Reason for Change:*	<div> <div>---PLEASE SELECT---</div> <div> <div>---PLEASE SELECT---</div> <div>BANK A/C CLOSED</div> <div>BANK A/C DORMANT</div> <div>TINY A/C</div> <div>CHANGE OF ADDRESS</div> <div>MINOR A/C</div> <div>OTHERS</div> </div> </div>

Previous

Fig:17

Step 10: Upload Scanned Supporting Documents form will appear after successful submission of Personal Details form. Upload all the necessary documents as required and then click on **Submit Application** button. While uploading the documents, please maintain the **File Format** and **File Size** as instructed in the form. [Shown in Fig:17 and Fig:18 and Fig:19]

- **A Pop-up will be appeared for Fresh Applicants regarding the Competent Authorities for Issuing Income Certificate. Close the Pop-up before uploading documents. An extra field regarding Income Certificate Issuing will also be appeared for Fresh applicants. Make sure that the income certificate is issued from the mentioned authorities. Otherwise It may not be accepted.**

For Fresh:

Notification

Competent Authorities of issuing Income Certificate are:

- BDO/SDO/Jt BDO / BLRO (Panchayet Area)
- Executive officer / Finance officer / Education officer in case of municipality
- Commissioner / Dy Com / Municipal secretary in case of corporation
- G.R-A gazetted officer

Close

Background text: Swami Vivekananda Merit-cum Means Scholarship, Logout, Upload Scanned Document, Mark sheet of Madhyamik Examination or its equivalent(Both sides), Scan copy of Bank Passbook (1st Page, containing A/C No., IFSC and Beneficiary Name), Income Certificate Issue Authority, Income Certificate of Family.

Fig:17

Upload Scanned Supporting Document

Mark sheet of Madhyamik Examination or its equivalent(Both sides)* No file selected.

Admission Receipt* No file selected.

Scan copy of Bank Passbook (1st Page, containing A/C No., IFSC and Beneficiary Name)* No file selected.

Income Certificate Issue Authority* No file selected.

Mark sheet of last Board/Council/University /College Examination* No file selected.

Domiciliary certificate as Aadhaar ID/Voter ID/Ration card/Certificate Issued by concerned authority* No file selected.

Income Certificate of Family* No file selected.

Note: Files should only be in PDF format & File size must not exceed 400KB.

☐ I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. In case any of the above information is found to be false or fallacious or misleading or misrepresenting, I am aware that I may be held liable for it. My A/C No. is: 59045685019 and IFS Code is: ALLA0211278 which is major one with the first name of mine.

Check to Agree the Declaration

Fig:1

➤ The uploading of Income Certificate is not needed for K3 applicants.

For Renewal:

Basic Details of Renewal Application Has Been Submitted successfully.

Upload Scanned Supporting Document

Mark sheet of last qualifying Examination in the present course of study 2017-2018 (Both sides and in case of semester examination system, copy of both Marksheets for the year)*

Browse...
No file selected.

Admission receipt for the promotion to the next higher class:*

Browse...
No file selected.

Note: Files should only be in PDF format & File size must not exceed 400KB.

☐ I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. In case any of the above information is found to be false or fallacious or misleading or misrepresenting, I am aware that I may be held liable for it. My A/C No. is: 0156010238939 and IFS Code is: UTBI0BBA246 which is major one with the first name of mine.

Previous

Submit Application

Check to Agree the Declaration

Click here to Save & Continue

Fig:1

Step 11: After successful uploading of the documents, a success message will be displayed. Applicants may download the Application details by clicking on the **Download Application Details** button. Click on **Submit Application** button to submit the application. [Shown in Fig:20]

Basic Details 

Applicant Registration No.	WB1201602830445	Applicant Name	TEST APPLICANT
Mobile No.	9674930316	Email Id	subha.ghosal.new@gmail.com
Roll Number of 10th standard Board/ Council Examination or Equivalent	807821N0055	Year of 10th standard Board/ Council Examination or Equivalent	2017

Details of the qualifying public examination, eligible for scholarship (Last Board/Council/University examination passed)

Name of the examination	HIGHER SECONDARY/EQUIVALENT	Year of the examination conducted by Board/Council/University	2019
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Reason regarding not applying for SVMCM 2019-2020 Last due date of application was expired

Name of the Board/Council/University	West Bengal Council of Higher Secondary Education	Roll No. of the Board/Council/University Exam	4611111444
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Total marks obtained(Excluding additional or optional marks)	417	Out Of	500
--	-----	--------	-----


Overall percentage obtained:(%)	83.40
---------------------------------	-------

Present course of study

Name of the course	B.SC	Discipline of course	GEOGRAPHY, ECONOMICS, POLITICAL SCIENCE
--------------------	------	----------------------	---

Duration of Course (in Years)	3.00	Date of admission in this course	07-07-2019
-------------------------------	------	----------------------------------	------------

Name of the present Institution	Vidyasagar College	District	KOLKATA
---------------------------------	--------------------	----------	---------

Personal Details 

Upload Documents 

Click here to
Submit the
Application

Submit Application

Fig:20

➤ **Note that, once an application is submitted, it cannot be edited unless the application is unlocked from concerned HOI end.**

- After submission, a success message regarding successful submission of the application will be displayed. [Shown in Fig:21]

Application Submitted Successfully

[View Application](#)

Basic Details			
Applicant Registration No.	WB1201602830445	Applicant Name	TEST APPLICANT
Mobile No.	9674930316	Email Id	subha.ghosal.new@gmail.com
Roll Number of 10th standard Board/ Council Examination or Equivalent	807821N0055	Year of 10th standard Board/ Council Examination or Equivalent	2017
Details of the qualifying public examination, eligible for scholarship (Last Board/Council/University examination passed)			
Name of the examination	HIGHER SECONDARY/EQUIVALENT	Year of the examination conducted by Board/Council/University	2019
Reason regarding not applying for SVMCM 2019-2020	Last due date of application was expired		
Name of the Board/Council/University	West Bengal Council of Higher Secondary Education	Roll No. of the Board/Council/University Exam	4611111444
Total marks obtained(Excluding additional or optional marks)	417	Out Of	500
Overall percentage obtained:(%)	83.40		
Present course of study			
Name of the course	B.SC	Discipline of course	GEOGRAPHY, ECONOMICS, POLITICAL SCIENCE
Duration of Course (in Years)	3.00	Date of admission in this course	07-07-2019
Name of the present Institution	Vidyasagar College	District	KOLKATA
Personal Details			
Upload Documents			

Fig:21

User Manual for Online Application Process in SVMCM

- To view the Profile/Application, click on **View Profile** option in Dashboard or click on **View Application** option under **Application Details** tab in Menu area. To track application activity, click on **Track Profile** button, given on the dashboard. [Shown in Fig:22 and Fig:23]

Welcome, Bijaya Karmakar

Dashboard

Application Details

View Application

Application Grievance

Setting

Details of Application

Test Applicant

WB1201602830445

9874563214

Directorate Of Public Instruction

View Profile

Track Application

#	Activity	Status	Date
1	Applicant Registration	Done	15-10-2020 00:45:28
2	Application Form Fillup	Done	16-10-2020 13:12:31
3	Upload Supporting Document	Done	16-10-2020 13:18:54
4	Application Submission	Done	16-10-2020 13:22:58
5	Status	Application Submitted	

Scan QR Code to Download the SVMCM Android application in Your Mobile

Fig:22

Swami Vivekananda Merit-cum-Means Scholarship

Application Status Tracking

Show 5 entries

Search:

SL. NO.	DATE & TIME	STATUS	REMARKS
1	15-10-2020 00:45:28 PM	Application Submitted	
2	16-10-2020 13:22:58 PM	Registration Done	

Showing 1 to 2 of 2 entries

Previous 1 Next

Close

WB1201602830445

Forgot Applicant Id/Password:

- To retrieve Applicant Id/Password click on **Forgot Applicant Id/Password** option on the Login pop-up from the **Applicant login** option. [Shown in Fig:24]

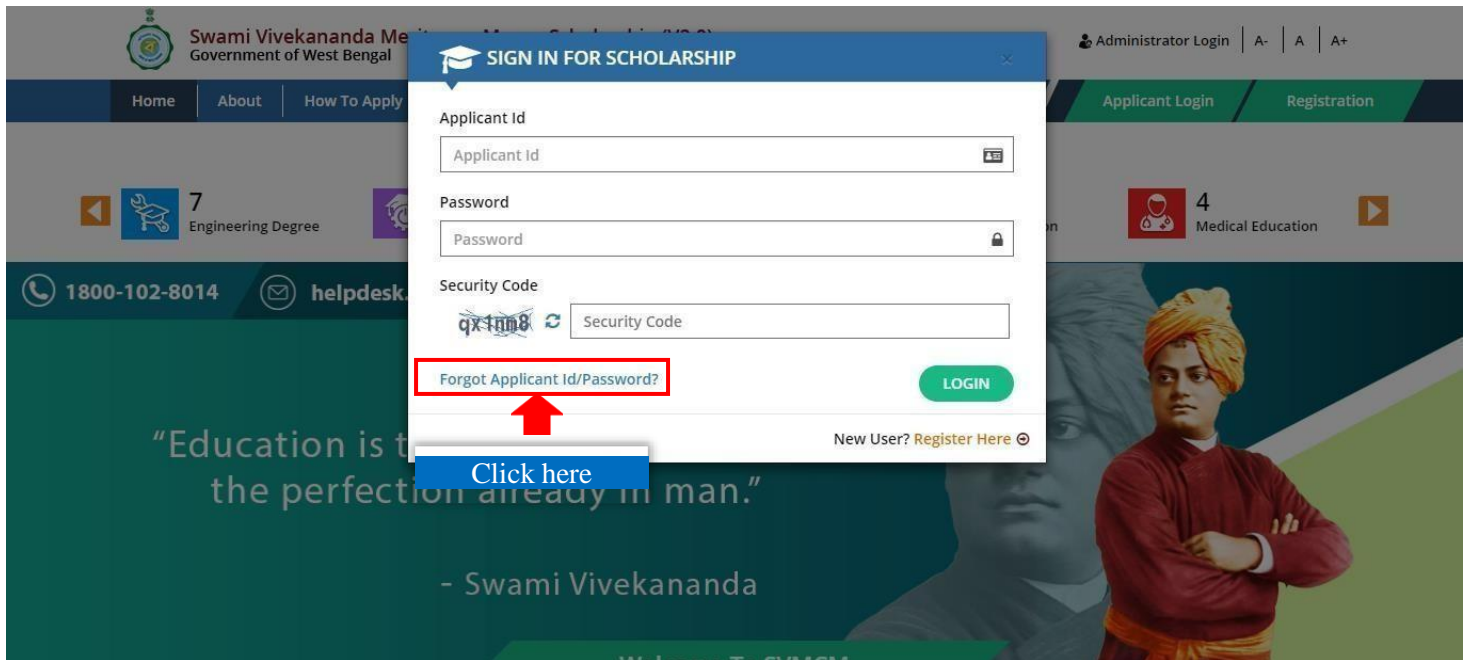


Fig:24

- Select what is to retrieve from the given option and then click on the **Proceed** button. After selecting a option the relevant form will be appeared. [Shown in Fig:25]

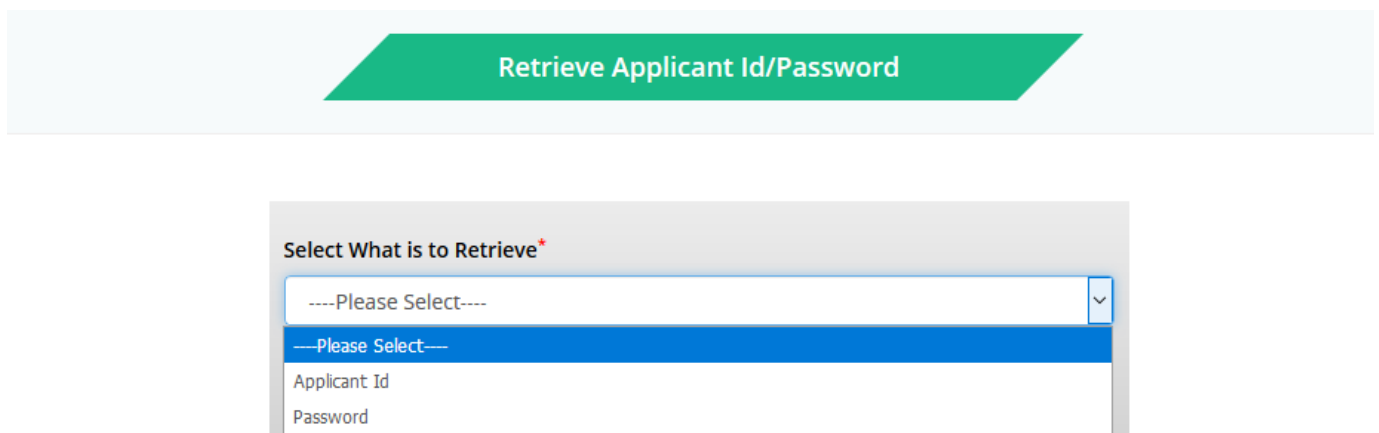


Fig:25

For Applicant Id:

- Select **Applicant Type**, **Mobile No.** and **Security Code** and then click the **Proceed** button. An **OTP** will sent to the mobile no., registered in SVMCM Application. Enter the correct OTP and then click **Verify** button.[Shown in Fig:26 and Fig:27]

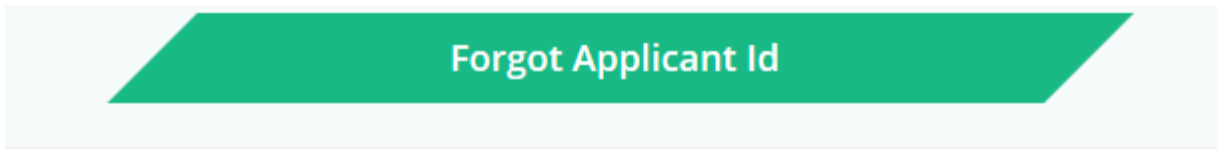
A form for applicant registration. It has three main sections: "Applicant Type*" with a dropdown menu showing "Fresh Applicant"; "Mobile No*" with a text input field containing "9874563210"; and "Security Code" with a CAPTCHA image showing "fp8z9p" and a corresponding text input field also containing "fp8z9p". Below these fields is a dark blue button with a white checkmark icon and the text "Proceed".

Fig:26

A modal dialog box titled "SUBMIT OTP" with a close button (X) in the top right corner. The text inside says "Please Enter the OTP against id #99957 that has been sent to your registered mobile number." Below this text is a text input field containing four dots. At the bottom right of the modal is a blue button labeled "Verify". The background shows a dimmed version of the registration form from Fig:26.

Fig:27

- After successful authentication your Applicant Id will be shown on your screen. [Shown in Fig:28]

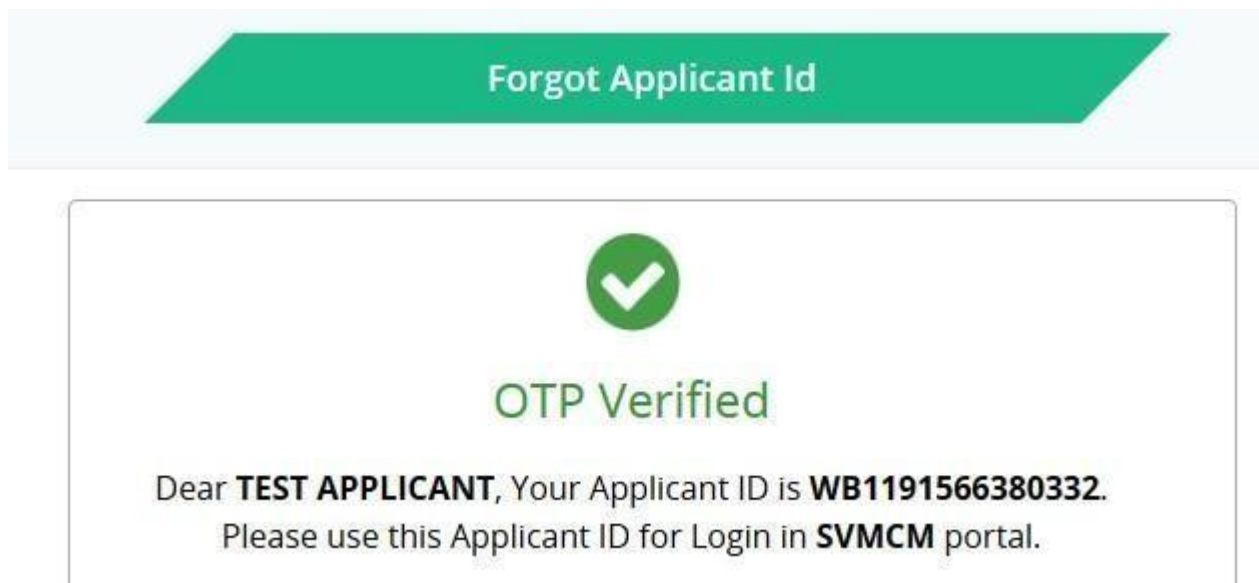


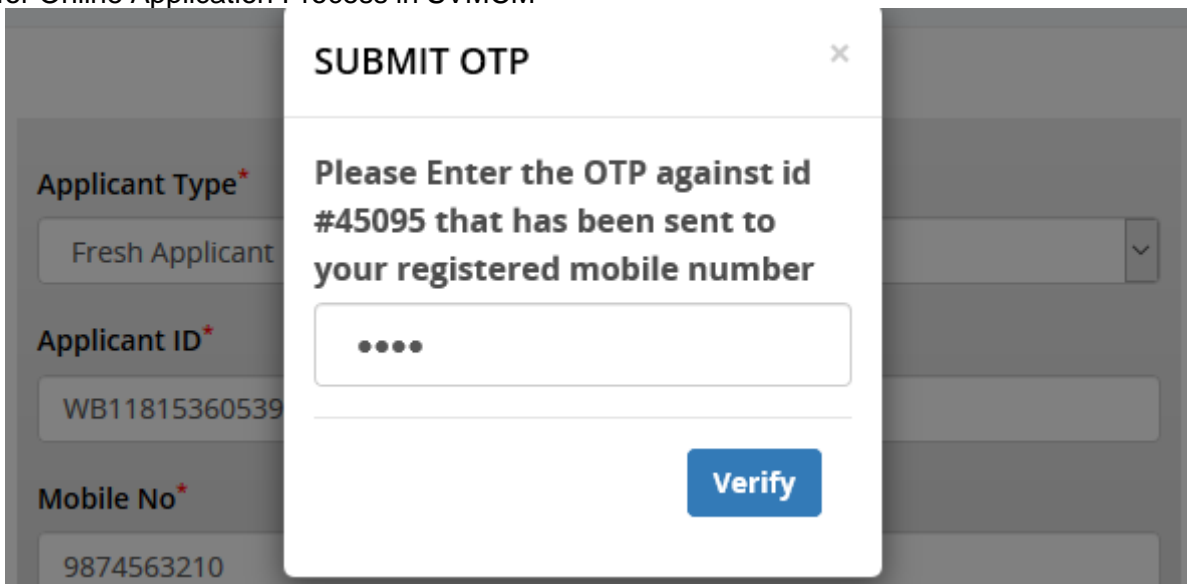
Fig:28

For Password:

- Select Applicant Type, enter Applicant ID, Mobile No, registered in SVMCM application. An **OTP** will sent to the mobile no., registered in SVMCM Application. Enter the correct OTP and then click **Verify** button.[Shown in Fig:29 and Fig:30]

A screenshot of a web application interface for "Forgot Password". The form has a light gray background. It contains four input fields: "Applicant Type*" with a dropdown menu showing "Fresh Applicant"; "Applicant ID*" with the text "WB1181536053989"; "Mobile No*" with the text "9874563210"; and a captcha field showing a distorted image of "347whm" and a series of asterisks. To the right of the captcha is a circular refresh icon. At the bottom of the form is a dark blue button with a white eye icon and the text "Proceed".

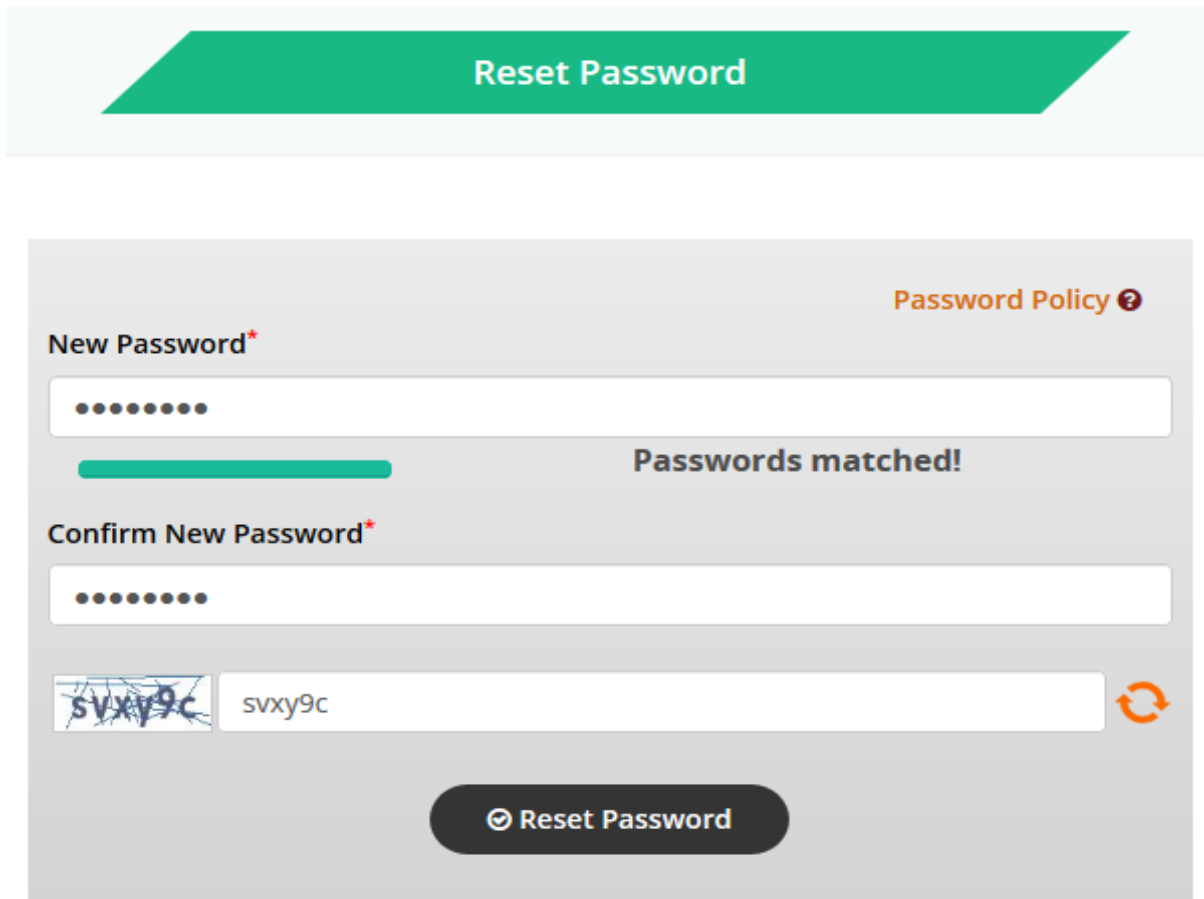
Fig:29



The image shows a modal window titled "SUBMIT OTP" with a close button (X) in the top right corner. The modal contains the following text: "Please Enter the OTP against id #45095 that has been sent to your registered mobile number". Below this text is a text input field containing four dots. At the bottom right of the modal is a blue button labeled "Verify". In the background, a registration form is partially visible with fields for "Applicant Type*" (with "Fresh Applicant" selected), "Applicant ID*" (with "WB11815360539" entered), and "Mobile No*" (with "9874563210" entered).

Fig:30

- After successful verification of mobile no., a form to reset password will appear. Set a new password according to the password policy and click on **Reset Password** button. [Shown in Fig:31]



The image shows a "Reset Password" form. At the top is a green button labeled "Reset Password". Below it, there is a "Password Policy ?" link. The form has two main sections: "New Password*" and "Confirm New Password*", each with a text input field. A green progress bar is shown below the "New Password*" field. A message "Passwords matched!" is displayed between the two input fields. At the bottom, there is a CAPTCHA image showing "svxy9c" and a text input field containing "svxy9c" with a refresh icon. A dark button labeled "Reset Password" with a checkmark icon is at the bottom center.

Fig:31

- After successful submission of new password a success message will be shown. [Shown in Fig:32]

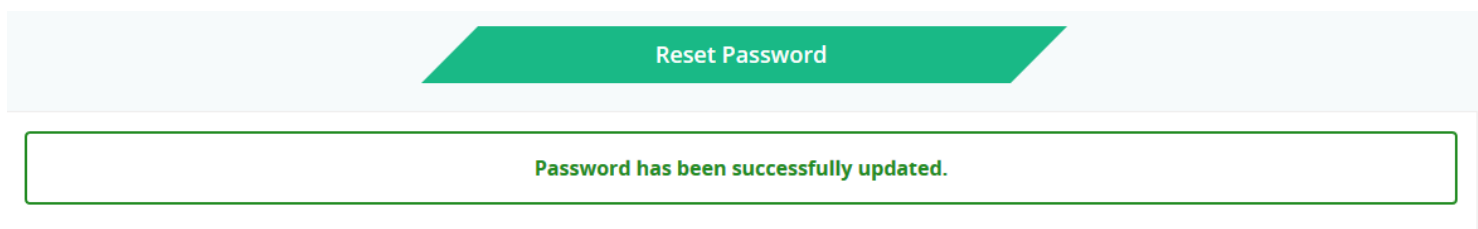


Fig:32

Change Password:

- To change Profile Password, Click on **Reset Password** option under **Setting** tab in Menu area. First enter the Existing Password, then New Password for confirmation and Captcha. Click on **Update Password** button. [Shown in Fig:33]

A screenshot of the "Change Password" form in the SVMCM portal. The form is titled "Change Password" and is part of the "Swami Vivekananda Merit-cum-Means Scholarship" application. The form contains four input fields: "Old Password*", "New Password*", "Confirm New Password*", and a Captcha field labeled "Input Characters as Shown in the Image". A green "Update Password" button is at the bottom. A red arrow points to the "Reset Password" option in the left sidebar menu. Another red arrow points to the "Update Password" button. A blue box with the text "Click here to Update Password" is placed over the button. A "Password Policy" box on the right states: "Password should be strong. Password should contain minimum eight characters, consisting of atleast One Upper Case Alphabet (i.e. A-Z), One Lower case Alphabet (i.e. a-z), One Numeric Character (i.e. 0-9) & One Special Character (i.e. @#\$%^&*._)".

Fig:33



Technical Helpdesk:

Please contact us for further queries and consequent operational support via Helpdesk for user support.

- **Support mail id: helpdesk.svmcm-wb@gov.in**
- **Toll free help line no: 1800 102 8014** (10 AM to 6 PM except Sundays)