

## FREQUENTLY ASKED QUESTIONS

### **Q.No. 1. Who are eligible to apply for National Fellowship Scholarship Schemes?**

Answer: The candidates belonging to Scheduled Tribes (ST) who have passed the Post-Graduation examination and fulfilling the Scheme guidelines of Ministry of Tribal Affairs (MoTA) are eligible to apply for these fellowship

### **Q. No. 2. What type of universities/Institutions/Colleges are covered under Fellowship?**

Answer: The candidates should get admission and registration for regular and full time M.Phil/Ph.D Courses in Indian Universities / Institutions / Colleges as indicated below:-

- i. Universities/Institutions/Colleges included under section 2 (f) / 12(B) or 2(f) and 12(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.

### **Q. No. 3. How many slots/seats available for fellowship?**

Answer: There are 750 slots/seats available for fresh fellowship each year.

### **Q. No. 4. What is the duration of Fellowship?**

Answer: The maximum duration for which the fellowships are available is given below:

<b>S.No.</b>	<b>Course Name</b>	<b>Duration</b>
1	M.Phil Exclusively	2 years
2	Ph.D Exclusively	5 years
3	M.Phil + Ph.D	2 years (M.Phil) & 3 years (Ph.D)

### **Q. No. 5. Is there any family income criteria required for availing scholarship?**

Answer: There is no family income criteria required for availing scholarship.

**Q. No. 6. If a student is unable to complete his /her course, what will happen in that case?**

**Answer:** If a student is unable to complete the course for any reason, he/she is liable to refund 50% of the total fellowship amount received by him/her to the Ministry.

**Q. No. 7. How much Financial Assistance is available?**

Answer: The selected students get the fellowship as per below details:

Course Name	Fellowship	Contingency	HRA	Escorts/Reader Assistance
M.Phil	Rs. 25,000/- p.m.	1. Rs. 10,000/- P.A. for Humanities &Social Sciences	HRA as per rules of the University/ Institutions/Colleges	Rs. 2000/-p.m. in case of physically handicapped and blind candidates for all the subjects
		2. Rs. 12,000/-P.A. for Science, Engineering Technology		
Ph.D	Rs.28,000/- p.m.	1. Rs. 20,500/- P.A. for Humanities &Social Sciences		
		2. Rs. 25,000/-P.A. for Science, Engineering Technology		

*Note: 1. The fellow doing M.phil will be paid fellowship amount upto the period of 02 years or the date of dissertation whichever is earlier.*

*2. The fellow doing Ph.D will be paid fellowship amount upto 5 years or the date of thesis submitted whichever is earlier*

**Q. No. 8. What is the starting date of fellowship?**

Answer: The starting date of fellowship for the selection year is the date from which they have taken admission/joining in M.Phil/PhD course.

**Q. No. 9. Is there any gap period for the registration in Ph.D after completion of M.Phil Course?**

**Answer:** The gap period for the registration in Ph.D after completion of M.Phil is one year and Fellowship will lapse if the gap period is more than one year.

**Q. No. 10. Can I avail any other scholarship from Central/ State Government for the same study?**

Answer: The ST students once considered eligible for the Fellowship shall not be entitled for any other scholarship of the Central or State Government the same study.

**Q. No. 11. Can I transfer the fellowship from one Universities/Institutes/Colleges to another Universities/Institutes/Colleges?**

Answer: The Selected Students of Fellowship will be permitted to transfer the fellowship from one Universities/Institutes/Colleges to another Universities/Institutes/Colleges subject to online submission of **'No Objection'** Certificate from both the Universities/Institutes/Colleges. Thereafter, approval of Ministry is required to complete the process of transfer.

**Q. No. 12. How can a Student upgrade course from M.Phil to Ph.D ?**

Answer: The Student's is required to submit upgradation certificate issued by the Committee of three members comprising of Head of the Department, Supervisor and one outside subject expert to be constituted by the concerned Department of the University/Institution/College for evaluation of the work of student.

**Q. No. 13. What are the reasons for cancellation of fellowship?**

Answer: There are following reasons for cancellation of fellowship: -

- ❖ If the awardee is found to be ineligible to receive the award, at any point of time during the entire duration of the fellowship.
- ❖ Misconduct of awardee.
- ❖ Unsatisfactory progress of research work.
- ❖ Any other fellowship is drawn from other source(s)/ drawn fellowship or selected by Ministry of Tribal Affairs for Fellowship earlier.
- ❖ Concealment of facts and any other ground of misconduct.

**Q.No. 14. How can I apply online for scholarship?**

Answer: New Students are required to apply online for the first time and need to **"Register"** on the National Fellowship Scholarship Portal at <http://fellowship.tribal.gov.in> by filling **"Student Registration Form"**. After successful login details, a text message will be sent to the registered e-mail address.

**Q. No. 15. What should students do, in case they face any problem while filling the application form in Google Chrome?**

Answer: If students face any problem while filling the application form in Google Chrome, students are advised to use internet explorer. In case any issue/error in internet explorer as well, they are advised to clear browser history /cache and try again. They can send mail given in portal at “Contact us”.

**Q.No.16. What documents are needed to be uploaded on Portal while applying for Scholarship?**

Answer: The following documents are required to be uploaded for **Fresh applications** under the National Fellowship Scholarship and uploading of document is not necessary for applying under Fellowship Scholarship Scheme.

- I. Student Photo.
- II. Date of Birth Certificate {SSC/HSC/10<sup>th</sup> board certificate}
- III. Scheduled Tribe / PVTG Certificate.
- IV. Family Income Certificate issued by the Competent Authority.
- V. BPL Certificate (If opted for it / “Father/Mother’s acceptable should not be the Grand parents’ BPL Certificate)
- VI. Divangjan/Person with Disabilities Certificate (If applicable)
- VII. All Semester Marksheets in One PDF File (Where Percentage/CGPA/OGPA can be clearly identified)
- VIII. Conversion Factor Formula: In Case of CGPA/OGPA to Percentage the relevant document should be uploaded where the equivalent percentage has mentioned [ex: in the backside of the marksheet or can be obtained **letter from the College/Institute/University** where the equivalent percentage is to be mentioned in the letter].

**Q.No.17. What should be the Type and size of the documents and profile photo to be uploaded?**

Answer: All documents should be uploaded in pdf file and the Profile Photo should be in .jpg/.jpeg format (Size: - 50 KB-100KB).

**Q. No. 18. What should I do, if I do not find my university name in the drop-down menu?**

Answer: You can select “other option” from the drop-down list and type your university/Institute name in the specified box.

**Q. No. 19. Can I edit the information already saved and upto what time?**

Answer: You can edit information till you '**Submit**' the application finally.

**Q. No. 20. Which fields I can edit before final submission of application?**

Answer:-You can edit all details except "**Registration Details**". It may be noted that once you 'finally submit' your application it will be forwarded to the next level and after that editing is not possible. Therefore before Final Submission, it should be ensured that details are filled correctly and documents uploaded.

**Q. No. 21. Which fields in the application form are mandatory?**

Answer: - Fields provided with black asterisk (\*) mark are mandatory fields.

**Q. No. 22. Do I have to fill up the online application in one sitting?**

Answer: No, you can fill up the online application in many sittings by clicking '**Save Draft**' button, until you are satisfied that you have entered all desirable fields correctly. The software provides **auto save** facility to save your application at every stage until you click on '**Submit**' button finally.

**Q. No. 23. Is there any Award No?**

Answer: A provisional award number will be provided to the candidate on the basis of Domicile state mentioned in application Form. Once his/her application is submitted online, students should remember their ID till the course completion if selected. All communication with the Ministry will be made by using this ID.

**Q. No. 24. What should I do if I forget my password?**

Answer: The process of re-set of the password is given as below:

- Student login->Forgot Password
- Enter the mobile number and click on the submit button.
- Enter OTP received on mobile Number and enter new password
- click the submit button.

**Q. No. 25. How should I check the status of my application online?**

Answer: After login, enter valid Award no and Password to check the status. Your application status shows as "Pending" or "submitted" under the option 'Check Your Status'.

**Q. No. 26. How can I check my result?**

Answer: The list of Provisionally selected students will be published on Ministry portal. The students can check their result in the Ministry portal. The students are also communicated through SMS.

**Q. No. 27. What are the criteria for selection?**

Answer: The selection of the students takes place on the based on the marks obtained in Post Graduation Course.

**Q. No. 28. What should I do if I face some technical issue while applying for scholarship on fellowship portal.**

Answer: You may register online query at <https://tribal.nic.in/Grievance/>

**Q. No. 29. What should I do if passing marks are wrongly mentioned in application form?**

Answer: The student can send a request query at <https://tribal.nic.in/Grievance/> for changing of application in **draft mode** before the closing date. Once application made is in draft mode, you can modify your application and resubmit the application before due date.

**Q. No. 30. How do I know the name and address of the Nodal Officer?**

Answer: The name and contact details of the Nodal Officer are available with university/Institute.

**Q. No. 31. Can I make Correction in date of birth after submission of application form?**

Answer: The student can send a request query at <https://tribal.nic.in/Grievance/> for correction of his/her date of birth.

**Q. No. 32. Can I change my mobile number and email id after submission of application form?**

Answer: No, you cannot change your mobile number and email id after submitting the application form.

**Q. No. 33. Can I change my domicile state/district name after submission of application form?**

Answer: The students can't change their domicile state/district name after submission of application form.

**Q. No. 34. Can I change my course after selection?**

Answer: You can submit a written request to your University for change of course after selection. Subsequently, university will make correction while linking ID in consultation with Ministry.

**Q. No. 35. Which documents have to be sent to the Ministry after the selection?**

Answer: The students are required to send the following documents to the Ministry after selection: -

- ❖ Original bond paper duly filled (Execute on non-judicial stamp paper of Rs. 20 or above)
- ❖ Signed Check list by university

**Q. No. 36. Which documents have to be uploaded on the grievance portal of the Ministry after the selection?**

Answer: The students are required to upload following documents on the grievance portal of the Ministry after the selection: -

- ❖ Checklist duly signed with stamps by University
- ❖ Undertaking for availing/NOC for non-availing scholarship from any other source

**Q. No. 37. Which documents have to be submitted to the University after the selection?**

Answer: The Student are required to submit the documents to as and when asked by the university.

**Q. No. 38. When does students have to update a Research Topic?**

Answer: The students are required to update research details at the grievance portal in the Research section after joining the Course.

**Q. No. 39. Whether the continuation certificate has to be submitted monthly or quarterly?**

Answer: The continuation certificate is required to be submitted by students on quarterly basis.

**Q. No. 40. whether the HRA certificate has to be submitted monthly or quarterly?**

Answer: The HRA certificate is required to be submitted by students on quarterly basis.

**Q. No. 41. When does students has to submit a progress report?**

Answer: The students are required to submit the progress report to the university on yearly basis.

**Q. No. 42. What should students do if the joining date is wrongly mentioned in the joining report?**

Answer: The students are required to re-submit the joining report to the University with actual date of joining. University is required to modify joining date while linking the ID at Canara Bank portal

**Q. No. 43. Is It necessary to upload all the documents (Continuation certificate/HRA Certificate etc.) for continuous fellowship?**

Answer: The student's is required to upload all the documents (continuation certificate/HRA Certificate etc.) for availing fellowship on portal. Without uploading aforesaid documents fellowship will not be processed by the ministry.

**Q. No. 44. What should students do if the account status is shown as "Student ID Withheld"?**

Answer: The student may request to the nodal officer of the University to initiate "withheld removal" option and get the approval from the Ministry.

**Q.No. 45. What is the meaning of "Initiation awaited from University" with respect to uploading documents?**

Answer: "Initiation awaited from University" means approval is pending from the University.

**Q. No. 46. Do the students have to refund the Scholarship amount if the same has been availed from other sources?**

Answer: Yes, the student is required to refund the amount of Scholarship/fellowship availed from other sources. Otherwise, fellowship will not be processed, if student does not refund the availed amount to concern university/State/other agency.

**Q. No. 47. What is the “No Objection Certificate” (NoC) and where does it have to be uploaded?**

Answer: The students who have not availed any scholarship/fellowship from any other source are required to submit “No Objection Certificate” at <https://tribal.nic.in/Grievance/> under the section “NOC/Refund receipt”

**Q. No. 48. Which documents student is required to submit to the University, after completion of the course?**

Answer: The students are required to submit either the copy of award of degree (M.Phil./Ph.D) or course completion certificate to the university. The details of course completion need to be filled by the University on the ministry portal, failing which the payment for the last 3 months will not be released. The student is also required to upload thesis on portal

**Q. No. 49. Which documents have to be uploaded on the Ministry portal?**

Answer: The students are required to upload either the copy of award of degree (M.Phil./Ph.D) or course completion certificate. In addition to this, thesis report also has to be uploaded at tribal repository.

**Q. No. 50. What is Aadhaar based Payment?**

Answer: Applicants/Students who have entered Aadhaar in their online application correctly and if their Aadhaar is linked to any of their bank account, in such cases the amount of fellowship will be credited to that Aadhaar linked bank account only even if the student has mentioned any other non-Aadhaar linked bank account in her/his online application.

**Q. No. 51. Is it mandatory to hold a bank account in Canara Bank for availing Fellowship?**

Answer: Not mandatory. You should have an account in nationalized/accredited bank

**Q. No. 52. What is the process of linking of student’s I’d at canara bank portal?**

Answer: The Process of linking of student’s I’d at canara bank portal as follow: -

- ❖ Mapping of of student’s details at Canara Bank portal by Ministry

- ❖ Linking of students Id along with details by University and submitted for approval to Ministry
- ❖ Approval of students Id by the Ministry

**Q. No. 53. What should I do if Nodal officer/University is unable to link my Id at Canara Bank portal?**

Answer: In case your nodal officer/University is unable to link your Id at Canara Bank portal, Kindly request your nodal officer /University. Ministry also send communication to Universities as well as students for linking. Still you face problem you may raise a query with Nodal officer contact number at <https://tribal.nic.in/Grievance/>. Ministry may contact Nodal officer in this regard.

**Q. No. 54. What is the meaning of “Beneficiary code creation/ account validation pending” as shown in Canara Bank portal?**

Answer: Beneficiary code will be generated by PFMS upon linking of ID at the Canara Bank portal by university/Institutes. Subsequently, Ministry will approve the ID.

If, the name is different in master data and bank account, the university is required to make correction through option “beneficiary code updation”. This can be done through maker and checker ID of university.

**Q. No. 55. How beneficiary code will be generated, if “Beneficiary code rejected, as shown in Canara bank portal?**

Answer: The beneficiary code will be rejected if IFSC code wrongly entered/ account closed/blocked. The University is required to update valid account no with IFSC code in the portal and get approved by the ministry.

**Q. No. 56. What is mode of Payment of Fellowship?**

Answer: Payment of fellowship to the selected students will be made on quarterly basis, through the Direct Benefit Transfer system by the Ministry of Tribal Affairs through the accredited bank after approval from the Ministry.

**Q. No.57. Can I change my bank account details if wrongly mentioned/mismatched in university record/Canara Bank Portal?**

Answer: The request letter from University/Institute along with photo copy of passbook should sent to Ministry, after approval from competent authority, the account no may be changed in coordination with Bank.

**Q. No. 58. What is the last date for linking of student's id at Canara Bank Portal?**

Answer: There is no such last date for linking of student's id at canara bank portal. The students are required to link their id on time for the process of fellowship amount. **Delay in linking, delay in payment process.**

**Q. No. 59. What should I do if canara bank show payment generated but the amount has not been credited in my account?**

Answer: Payment file generation by Canara Bank through PFMS is initial stage after uploading your documents at Canara Bank portal. There are series of procedure/stages followed at different level for releasing the amount to the students.

**Q. No. 60. What is the procedure for claiming contingency?**

Answer: The students are required to submit actual bill of expenditure incurred by him/her to the university on quarterly basis. University will verify your bill and they will enter online at the portal.

**Q. No. 61. If a student has completed his/her course before or after 5 years, for how long will he /she will get the scholarship?**

Answer: Total duration for availing fellowship is 2 years for M.Phil, 5 years for Ph.D, 5 years for M.Phil+Ph.D. Beyond that, the Ministry will not allow to the students to avail fellowship. In case a student has completed his/her course before the duration, he/she will get the fellowship till the final submission of thesis.

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