# III. ONLINE VERIFICATION OF REGISTERED APPLICANTS BY INSTITUTE FOR SCHOLARSHIP

1. Login to the Institute Account

Fri Aug 05 18:19:29 IST 2016	Skip to main content   Screen Reader Access   Sitemap   Home   A- A A+ Hindi
Mational Scholars     Department of Electronics & In     Ministry of Communications &	ip Portal ormation Technology r,Govt. of India
Home About Us Servic	es - FAQ Contact Us
	Login for Institute         Th-C04600         Image: separate of the separa

2. Welcome to Dashboard

Monday, 02 June, 2016   01:46 PM	Skip to m	ain content   Screen Reader Access   Sitemap   Home   A- A A+ Hindi
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Dashboard	Welcome DHANALAKSI	IMI SRINIVASA HIG PER
Application Varification	Total No of Application Received	2
	Total No of Application Verified	0
✓ Application Reverification ✓	Total No of Application Rejected	0
<ul> <li>Application Renewal verification</li> </ul>	Total No of Application Remaining	2
🕼 Profile Edit		
🏦 Add & Update Details		
🕞 Logout		

## 3. Click 'Profile Edit' on Dashboard

This page allows the Institute to update /edit his Profile

Profile Edit	Monday, 02 June, 2019 (01-66 FM Mational Scholarship Portal Department of Electronics & Information Technology Ministry of Communications & IT,Gort. of India	Skip to main content   Screen Re	ader Access   Sitemap   Home   <u>A. A. Ar.</u> Hindi Digital India Native
	Institute Details Institute Name * Institute Nature * Board/University Name * Course Level Offered * Institute Address *	GAZI SARKAR PRIVATE ITI ALLA DISE Code * Public Trust , Board State 1 UTTAR PRADESH DIRECTOR OF EMPLOYMENT AND TR Choose your option School, 14 HSC/INTERMEDIATE [12TH]EQUIVALENT HSC/INTERMEDIATE [12TH]EQUIVALENT HSC/INTERMEDIATE [12TH]EQUIVALENT HSC/INTERMEDIATE [12TH]EQUIVALENT HSC/INTERMEDIATE [12TH]EQUIVALENT	PU09001852 UTTAR PRADESH *
	Institute State * Institution Taluk / Block * Institute Tin No	GOA	istrict*         SOUTH GOA           code*         765757           No         4407075575
	Registered Certificate *	L Upload	file
	Contact Person Details -		
	Name *	rahul singh Mobile No *	9876576575
	Phone	5445456 E-mail *	kjhkjh@gmail.com
	Bank Details		
	Branch/IFSC *	BKIY877 Bank Account	nt No * 87678684343
		Final Submit	
	8.00	vriaht 2016. National Scholarshia Portal	

## Note:

- Those marked as "\*" are compulsory to be filled.
- Institute Name and DISE Code are not editable.
- Institute should note that Institute Profile is editable only once.

#### Before final Submission, Institute required to upload his 'Registered Certificates'.

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Registered Certificate *	± Upload	uploaded file	
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On clicking 'Upload' icon, Pop-up/Dialogue box appeared to upload the documents.

Documents Upload	×
Selected File Choose File No file chosen Upload Now	

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	Institute Address *	NEAR Dr. rml avadh uni. allahabad	road Faizabad	
	Institute State *	GOA 🔻	Institution District *	SOUTH GOA
	Institution Taluk/Block *	Mormugao 🔻	Institute Pincode *	765757
	Institute Tin No	098798344	Institute Tan No	4487865865
	Registered Certificate *	🛓 Upload	uploaded file	
	- Contact Person Details -			
	Name *	rahul singh	Mobile No *	9876576575
	Phone	5445456	E-mail *	kjhkjh@gmail.com
	Bank Details			
	Branch/IFSC *	BKIY877	Bank Account No *	87678684343

4. Once required data filled, click 'Final Submit' to view the final submission.

This will complete the Process of Institute Profile Edit.

8. After successfully Profile Edit Process, again go to Dashboard and click 'Add and Update details'

Monday, 02 June, 2016   01:46 PM	Skip to main content   Screen Reader Acce	ss   Sitemap   Home   A- A A+ Hindi
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<ul> <li>Dashboard</li> <li>Application Verification</li> <li>Application Reverification</li> <li>Application Renewal verification</li> <li>Application Renewal verification</li> <li>Profile Edit</li> <li>Add &amp; Update Details</li> <li>Logout</li> </ul>	Add & Update Course Level Add & Update Course Add & Update Fee	

- 9. On clicking 'Add and Update Details', user are allowing to update the following details;
  - I. Add & Update Course level
  - II. Add & Update Course
  - III. Add & Update Fee
- 10. On clicking 'Add n Update Course level Option', page appeared highlighting Offered Course Level

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<ul> <li>Application Renewal verification</li> </ul>	Sr.#	Course Level	Action
🕴 Profile Edit	(1) School I-X		DELETE
Add & Update Details			
> Logout			

### This allows the Institute to add and update the Course Level

11. On clicking **Course Level option in** dropdown, Menu bar appeared highlighting courses level.

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l & Update Details	(1)	School I-X HSC/Intermediate [124-]/E	Doctorate M.Phil/P.H.D Certificate Teacher Trainings	DELETE
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12. **Example:** On clicking Course level such as **'Postgraduate'** from dropdown menu, next page appeared highlighting the courses up to post-graduation.

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ogout	(3)	Doctorate/M.Phil/	2HD	DELETE
	(4)	Postgraduation		DELETE

13. Clicking "Add & Update Course" Option, page appeared highlighting Course Level and Courses.

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		П			1	DELETE
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					1	DEL ETE

14. **Explain with Example:** On selecting **Postgraduate** option from **Course level**, 'Add and Update Course' option facilitate user to choose suitable Courses.

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	DOCTOR OF MEL	NORE(OROLOGI)=0 IEARS					

15. Explain with Example: After selecting suitable courses from dropdown menu, next appeared with selected courses.

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	(3)	VII		1	DELETE				
	(4)	VIII		1	DELETE				
	(5)	IX		1	DELETE				
	(6)	X		1	DELETE				
	(7)	DOCTOR OF MEDIC	CINE(PHARMACY) -6 YEARS	6	DELETE				

16. After successfully completion of updating courses, click 'Add & Update Fee' to add value

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	(2)	VIII		5000	1000	100	DELETE

17. After adding Courses fees, click 'Submit'

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▶ Logout	(1)	I		10000	5000	50	DELETE	
	(2)	VIII		5000	1000	100	DELETE	
	(3)	I		20000	15000	1500	DELETE	

This will complete the Institute 'Add & Update Details' Option For the National Scholarship Portal