

INSTRUCTIONS FOR FILLING THE ESSA FORM
(PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY
BEFORE FILLING ONLINE APPLICATION)

Last Date for submission of ONLINE APPLICATION is 30 November 2023

Eligibility Criteria

1. Wards of all serving Army personnel and MNS Officers from class IX to Post Graduation are eligible. Wards of Retired / TA / Deceased personnel are not eligible.
2. Applicant should be below 25 years of age on the date of completion of class/course.
3. The scholarship will be awarded based on results of class exam passed between **01 Oct of preceding year and 30 Sep of current year.** *Previous academic years applications will not be entertained for award of scholarship.*

Method of Selection and Award of Scholarship

4. The cut off percentage to receive applications for various classes and categories are as under:-

S No	Description	Class	Cut Off %		
			Offrs	JCOs	OR
(a)	Schools	IX to XII	90	85	85
(b)	Graduation	Medicine	65	65	60
		Graduation	80	80	75
		Other Courses	75	75	60
(c)	PG	Medicine	70	70	60
		Engineering	80	80	75
		Other Courses	75	75	70

5. Once the applications are received cut off percentages and merit list will be drawn for award of scholarships based on allotment of funds.
6. Conversion of CGPA/OCGA to percentage will be submitted by applicants duly authenticated by Principal / HOD of School/ College / University authorities, as these are different for different education institutions.

Amount of Scholarship

7. The amount of scholarship, based on the level of education for all categories are as under:-

Ser No	Class	Rate of Scholarship (Rs)
(a)	CI IX & XI	Rs 1500/-
(b)	CI X & XII	Rs 3000/-
(c)	Graduation	Rs 5000/-
(d)	Post-Graduation	Rs 10000/-

General Instructions

8. Particulars mentioned in the online applications including Name of the Candidate / School, Category, Date of Birth, percentage of Marks etc must tally with the supported documents uploaded. No change/modifications will be allowed after submission of the online application form. Candidates are hence advised to fill online application form with utmost care.

9. All subjects taken by the students in the class will be considered for percentage of marks. Scholarship will not be awarded on marks obtained in best four/five subjects.

10. Photocopy of the marksheet at schools and both semesters of the year passed at colleges to be uploaded by the applicant.

11. Supplementary results / Six month results will not be considered.

12. Valid personal email-id and mobile numbers, be kept active till disbursement of Scholarship i.e 31 Mar 2024.

13. Name of Banker, Account holder, A/c No and IFSC Code filled in the form should be in favour of applicant or parents of a applicant only. It should tally with the uploaded cancelled cheque, failing which application will be rejected.

14. Only one application should be submitted by the candidate. In case of multiple applications by same applicant, all such applications will be rejected.

Uploading of Documents

15. Ensure that only following documents (**legible scanned copy**) be uploaded by the applicant in support of application: -

- (a) Certificate from COs / OsC unit.
- (b) Appx 'B' duly signed by the Principal/HOD.
- (c) Marksheet of applicable year.
- (c) Photographs of student.
- (d) Signature of student.
- (e) Cancelled Cheque (For Parent / Student only).