



GOVERNMENT OF KERALA

Abstract

Scheduled Castes / Scheduled Tribes Development Department – Disbursement of Education Assistance to SC/ST/OEC/OBC students – Data Entry through Akshaya Centres – Orders issued.

SCHEDULED CASTES/SCHEDULED TRIBES DEVELOPMENT (B) DEPARTMENT

G.O.(Rt) No.1088/2010/SCSTDD

Thiruvananthapuram, Dated 04/11/2010

Read: Minutes of the meeting of the State Level Working Group held on 16/09/2010 (Item No.5).

ORDER

1. The introduction of the e-grantz has considerably simplified and streamlined the processing of applications for educational assistance. However a major hurdle faced in inducting students and institutions into the e-grantz system is the initial data entry of the first year students.
2. The e-grantz software provides a unique ID for each beneficiary student, so that records may be retrieved and repetitive data entry may be avoided in case of students already in the system who may shift from one institution to another in pursuit of a new course of studies.
3. There is also a module for direct data entry by students in the e-grantz system; however, a large number of students still do not have the skills or access to the hardware to submit applications online. And institutions are showing reluctance to do all the data entry.
4. It is estimated that there will be approximately 1.32 lakh fresh students coming into the e-grantz system, and another 1.70 lakh continuing in it every year.
5. The Director, Scheduled Castes Development Department has submitted a project proposal for the data entry of scholarship applications of SC/ST students for the e-grantz project through Akshaya Centres at an estimated cost of Rs. 55 lakhs. The State Level Working Group which met on 16.9.2010 considered the proposal and recommended the same.
6. Government have examined the matter in detail. While every effort shall be made to empower students to directly submit their applications online, and to get the institutions to key in data of students at their end, Government consider it important that the e-grantz system should be allowed to run in view of its advantages to the student community. In the circumstances, Government order that as a transitory measure, the services of the Akshaya

Centers may be utilized for data entry /online submission of applications for educational assistance disbursed by the Scheduled Castes Development Department and Scheduled Tribes Development Department till further orders subject to the conditions detailed below.

6.1. The Akshaya Centers will act as agencies for submission of online applications.

6.1.1. The Akshaya Centers will be given user id and password for conduct of transactions by the e-grantz system administrator.

6.1.2. The data entry persons in the Akshaya Centres will access the system, enter the details of the application through the online e-grantz software, scan the caste certificate and income certificate and upload them into the system, where they will be forwarded to the inbox of the Institution clerk.

6.1.3. The Akshaya Center shall also issue a print out of the application to the students.

6.2. The students shall sign the print out of the application and submit it to their respective institutions along with the original caste and income certificate.

6.3. The students may go to any Akshaya Centers for submission of application.

6.4. The Akshaya entrepreneur shall not collect any fee from the student. The fees shall be disbursed to the Akshaya Centres every month through the Akshaya State Office. The money will be disbursed to the Akshaya State Office on a monthly basis by the Director, Scheduled Castes Development Department /Director, Scheduled Tribes Development Department.

6.5. The rates for submission of per application will be as follows:

6.5.1. **Submission of Fresh Application – Rs 20/-** . This will include

6.5.1.1. Online Submission /Data entry and upload of application of new student to the e-grantz system.

6.5.1.2. Scanning and uploading two pages of certificates (caste certificate and income certificate).

6.5.1.3. Supplying a page of one A4 size print out of the application to the student.

6.5.2. **Renewal of Application – Rs 15/-**

6.5.2.1. Online Renewal: This covers students already in the e-grantz system, for doing a new course. The data fields of the application form would get populated by the system on entering unique ID of the student, and only additional data

would have to be entered. However second and subsequent year students in a multi-year course would not have to file applications; hence no charges will be admissible on this account.

6.5.2.1.1. Supplying a page of one A4 size print out of the application to the student.

6.5.2.1.2. Scanning and uploading two pages of certificates (caste certificate and income certificate).

6.5.3. **Administration Fee-** Akshaya State Office may charge Re1/- over and above the submission fee as administrative fee, so that the cost of fresh application will be Rs.21/- and cost of renewal application will be Rs 16/-.

6.6. The printing of scholarship applications by the Scheduled Castes Development Department and Scheduled Tribes Development Department shall be dispensed with after the implementation of the new system.

7. The expenditure towards this project will be met from the Head of Account "2225-01-800-57- SCP Corpus Fund (Plan)" in the case of Scheduled Castes students and "2225-02-800-64 TSP Corpus Fund (Plan)" in the case of Scheduled Tribes students.

By Order of the Governor
PAUL ANTONY

Principal Secretary to Government

To

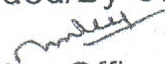
Director, Scheduled Caste Development Department
Director, Scheduled Tribe Development Department
The Director, Akshaya, Kerala State IT Mission
The Director, Kerala State IT Mission
The Director, C-DIT, Thiruvananthapuram
Decentralized Planning Division, State Planning Board,
Thiruvananthapuram
Finance Department
IT Department

The Accountant General (Audit /A&E), Kerala, Thiruvananthapuram.
Stock File / Office Copy / Website

Copy to: - The PS to Minister(W SC & Ele)

PA to Principal Secretary, SC / ST Development Department
SC / ST Development (A) & (PM) Departments

Forwarded/By Order


Section Officer