Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

**Step 1:** Go to State Scholarship Portal by entering the below URL in your browser’s address bar.

(http://ssp.postmatric.karnataka.gov.in)

**Step 2:** Click on “Create Account” link to create your login account to apply for Post-Matric Scholarship in SSP.

**NOTE:** Student Account Creation will be a one-time process in SSP. Student need not create his/her account in SSP to apply for Scholarship in future.

**Step 3:** Select your Caste Category from the “Select Category” drop-down.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

NOTE: Students belonging to Backward Classes category are not required to apply in SSP this year as they have already applied for Post-Matric Scholarship through e-Pass Portal. Those students who have not yet applied for Post-Matric Scholarship in e-Pass and are desirous of availing Scholarship should contact Backward Classes Welfare Department.

Step 4:

- Select whether you have Aadhaar or not.

  o If you have Aadhaar, then click on “Yes” radio-button.

  - Enter your Aadhaar number, Name as in Aadhaar, Gender, CAPTCHA, click on Aadhaar Consent checkbox and then click on “PROCEED” button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- If you do not have Aadhaar, then click on “No” radio-button.

- Enter your EID number (Aadhaar Enrolment Number), Name as in EID, Gender, CAPTCHA, click on EID Consent checkbox and then click on “PROCEED” button.

Step 5:

- Provide your Contact Details.

- Enter your e-Mail ID (Optional).

- Enter Your Mobile Number & the OTP sent to your Mobile Number in the input fields provided.

- Click on ‘Submit’ button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

Step 6:

- Create Password for your Post-Matric Scholarship account.

  - Enter password for your login account in the “Password” input field
    (Password should contain minimum 8 characters with at least 1 digit).
  - Re-enter the password in the “Confirm Password” input field.
  - Click on “Submit” button.

Step 7:

- Student login Account will be created.

- User ID & Password will be sent to your registered mobile number.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

**Step 8:**

- Login to your Account.

- Click on “*Apply for Post-Matric Scholarship*” link in the Student Account Homepage.

**Step 9:**

- Provide your Study Details.

  - Select your Course from the “*Course*” drop-down list.

  - Select the year in which you are studying from the “*Select Year of Study*” drop-down list.

*NOTE:* Students studying in the following courses should provide their identification/registration number as specified below:
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

<table>
<thead>
<tr>
<th>Course</th>
<th>Identification/Registration Number to be provided by the student</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUC (1st &amp; 2nd year) / 10+2</td>
<td>SATS ID</td>
</tr>
<tr>
<td>ITI (1st Year) / Polytechnic (1st Year)</td>
<td>SATS ID</td>
</tr>
<tr>
<td>Diploma (Nursing (ANM &amp; GNM), Pharmacy, Education, Para Medical)</td>
<td>PUC REGISTRATION NUMBER</td>
</tr>
<tr>
<td>1st Year Degree, Engineering,</td>
<td>PUC REGISTRATION NUMBER</td>
</tr>
</tbody>
</table>

**Course Identification:**
- SATS ID
- SATS Code
- PUC Registration Number
- 15-digit
- 10-digit
- 13-digit

**Details:**
- SATS ID
- SATS Code
- PUC Registration Number
**Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP**

<table>
<thead>
<tr>
<th>Course</th>
<th>Registration Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical</td>
<td>Medical Registration Number</td>
</tr>
<tr>
<td>ITI (2nd Year)</td>
<td>ITI Registration Number</td>
</tr>
<tr>
<td>Polytechnic (2nd &amp; 3rd Year)</td>
<td>Polytechnic Registration Number</td>
</tr>
<tr>
<td>D.Ed (2nd Year)</td>
<td>D.Ed Registration Number</td>
</tr>
<tr>
<td>D.Nursing (2nd Year)</td>
<td>D.Nursing Registration Number</td>
</tr>
<tr>
<td>D.Pharmacy (2nd Year)</td>
<td>D.Pharmacy Registration Number</td>
</tr>
<tr>
<td>D.Paramedical (2nd Year)</td>
<td>D.Paramedical Registration Number</td>
</tr>
<tr>
<td>GTTC (2nd Year)</td>
<td>GTTC Registration Number</td>
</tr>
</tbody>
</table>
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

* Students studying in Courses other than the courses mentioned above, need not provide any identification/registration number other than their SSLC Register Number.

- Select Application Type(Fresh/Renewal)

  ☐ If you are a fresh applicant, then click on "Fresh" radio-button.

  ☐ If you are a renewal applicant, then click on "Renewal" radio-button.

➤ Enter your previous year scholarship registration number.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- Select your 10th standard Board type (SSLC/CBSE/ICSE).

  - If your 10th standard board type is SSLC, then click on “SSLC” radio-button.

- Enter your SSLC Register Number, Year of Pass in the input fields provided & click on “Get Data” button.

- “Student Name”, “Date of Birth” & “Year of Pass” will be auto-fetched from SSLC database.

- If your 10th standard board type is CBSE, then click on “CBSE” radio-button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- Enter your CBSE Register Number & Year of Pass in the input fields provided & click on “Get Data” button.

- “Student Name”, “Date of Birth” & “Year of Pass” will be auto-fetched from CBSE database.

- If your 10th standard board type is ICSE, then click on “ICSE” radio-button.

- Enter your ICSE Register Number, Year of Pass & Date of Birth in the input fields provided.

- Click on “Save & Proceed” button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

**Step 10:**

- In the page that opens, your personal details such as Name, Gender, Aadhaar Number (last 4 digits), Mobile number & e-Mail ID will appear. Check whether the details being displayed are correct.

  - Provide your personal details.

  - Click on "Rural" radio-button if you are staying in a rural area.

    - Select your District, Taluk & Village from the respective drop-down lists provided.

  - Click on "Urban" radio-button if you are staying in urban area.

    - Select your District, Town/City and enter your Ward Number (Optional).
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- Enter distance from your permanent address to your College (in kilometres) in the input field provided.

- Select whether you are a differently abled person or not

  - If you are a differently abled person, click on “Yes” radio-button.

  - Enter Unique Disability Identification Number (UDID) in the input field provided.

  - Enter your name as in UDID Card.

  - Select Type of disability from the drop-down provided.

  - Enter percentage of disability in the input field provided.

  - If you are not a differently abled person, click on “No” radio-button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- Select whether you are a **domicile of Karnataka state or not**

- Click on **“Save & Proceed”** button.

**Step 11:**

- Provide Your Parents'/Guardian’s Aadhaar Details:

  - If your parent/s is/are not alive, then click on **“Yes”** radio-button.

  - If your guardian has Aadhaar, then click on **“Yes”** radio-button.

  - Enter Aadhaar Number & Name as in Aadhaar of your guardian in the input fields provided and click on **“Authenticate”** button.

  - If your guardian does not have Aadhaar, then click on **“No”** radio-button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- Enter EID Number & Name as in EID of your guardian in the input fields provided and click on “Save” button.

- If your parent/s is/are alive, then click on “No” radio-button.

- If your Father has Aadhaar, then click on “Yes” radio-button.
  - Enter Aadhaar Number & Name as in Aadhaar of your Father in the input fields provided and click on “Authenticate” button.

- If your Father does not have Aadhaar, then click on “No” radio-button.
  - Enter EID Number & Name as in EID of your father in the input fields provided and click on “Save” button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

- If your Mother has Aadhaar, then click on “Yes” radio-button.
  
  ➢ Enter Aadhaar Number & Name as in Aadhaar of your Mother in the input fields provided and click on “Authenticate” button.

- If your Mother does not have Aadhaar, then click on “No” radio-button.
  
  ➢ Enter EID Number & Name as in EID of your mother in the input fields provided and click on “Save” button.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

Step 12:

- Provide Your Caste/Income Certificate details:

  o Select your Religion from the “Religion” drop-down list. (Students belonging to Minority Communities should enter NSP ID in the input field provided mandatorily)

  o Select your Caste category from the “Category” drop-down list.

  o Enter your Caste & Income Certificate RD Numbers in the input fields provided.

  o Click on “Check” button.

  o Your Name as in Caste & Income Certificates, Caste, Sub-caste & income details will be fetched from the AJ SK database. Check whether the details being displayed are correct.
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

1. Students studying in Courses other than PUC, ITI, Polytechnic, D.Pharma, D.Nursing, D.Ed, D.Paramedical & GTTC should upload their documents such as Study/Bonafide Certificate, Fee Receipt, Marks sheet/Promotion Certificate, Hostel Stay Certificate (for only students belonging to Minority communities & are staying in Private/Private College-run hostels) in e-Attestation Portal and get it e-attested by the college authorities before applying for Scholarship in SSP.

(https://eattestation.postmatric.karnataka.gov.in)
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

2. Students studying in PUC, ITI, Polytechnic, D.Pharmacy, D.Nursing, D.Ed, D_Paramedical & GTTC Courses should upload only Hostel Stay Certificate (applicable only for students belonging to Minority communities & are staying in Private/Private College-run hostels) in e-Attestation Portal and get it e-attested by the college authorities before applying for Scholarship in SSP.

(https://eattestation.postmatric.karnataka.gov.in)

3. Students studying in Engineering/Polytechnic Courses and are kin of Defence Personnel should upload Defence Personnel Service Certificate in e-Attestation Portal and get it e-attested by the College authorities before applying for Scholarship in SSP.

4. Students belonging to SC & ST categories, studying in Engineering/Polytechnic Courses not a kin of Defence Personnel and whose parents’ income is more than 2.5 lakhs & less than 10 lakhs should upload their parents’ salary certificate in e-
Step by Step Instructions for Students to apply for Post-Matric Scholarship in SSP

Attestation Portal and get it e-attested by the college authorities before applying for Scholarship in SSP.

Step 13:

- Take a print-out of your Post-Matric Scholarship Acknowledgement for future reference.

Step 14:

- In case of any problem, call SSP helpline (080-44554455)/contact your college/department authorities.

5. Student should note down the Document ID of the e-Attested document which should be entered while applying for Post-Matric Scholarship in SSP.