

SCHOLARSHIP MATTER/PERSONAL ATTENTION

No. Shiksha-Shimla(5-2) Gen.Scholarship 2016
O/o the Deputy Director Higher Education,
Shimla District, Shimla-171001, H.P.



To Dated Shimla-171001 the

All the Principal/ Headmasters,
GSSS/GHS/Pvt.schools in Distt. Shimla.

Subject: **Format/instructions regarding Pre-Matric Scholarship for SC students Data Upload for the year 2016-2017.**

Sir,

Please find enclosed herewith the Format/instructions regarding Pre-Matric scholarship for SC students data upload for the year 2016-2017. In this regard, you are directed to send the list of eligible students on prescribed format Online as well as offline. Verified list should be prepared strictly according to format and instructions.

Encl:(Two)

sc/-

Deputy Director Higher Education,
Shimla District Shimla-171001

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Copy to:

✓ The Director Higher Education Himachal Pradesh Shimla-1 for information please.

✓ Nodal from IT for 2/c.

[Signature]
Deputy Director Higher Education,
Shimla District Shimla-171001

Instructions for Pre-Matric Scholarship for SC Students Data Upload	
Attribute Name	Business Rules
Full Name in English	Mandatory
Full Name in Recognized Official Language	Mandatory. Allowed Values M or F
Gender	Mandatory
Address1 House Number Colony	Mandatory
Address2 Village Ward	Optional
Address3 Gram Panchayat Town	Optional
Address4 District	Mandatory. District Name should match with CPSEMS State Names
Address5 State	Mandatory. State Name should match with CPSEMS State Names
Phone	Optional
City School Hostel	Please mention 'D' for Day Scholar and 'H' for Hostel
Bank Name	Mandatory if provided should be as per CPSEMS Bank Master
Account Number	Mandatory if Account Number is not provided
IFSC Code of Branch	Mandatory if Account Number is not provided and should be 11 characters only and should be as per CPSEMS Master only
Branch Name	Mandatory if Account Number is not provided and should be of 12 digits
Academic Year	Mandatory and should be in the format YY-YY (e.g. 2013-14)
Inclusive Full Name in English	Mandatory
Scholarship Rate Per Month	If it is mandatory. For Day Scholar, value should be Rs. 150 and for Hostel, value should be Rs. 350
Scholarship Number Of Months	If it is mandatory and should be >0 and <=12 and it should be whole month
Actual Ad Hoc Grant	For Day Scholar, value should be Rs. <=150 and for Hostel value should be less than Rs. 1500
Additional Allowances Rate Per Month	If it is optional and if provided should be >= Rs. 200
National Allowances Number Of Months	If it is optional and if provided should be >=10 and <=12 and it should be whole month
GDA Amount in rupees	It should be equal to (Scholarship Number Of Months * Scholarship Rate Per Month) + Annual Ad Hoc Grant + (Additional Allowances Number Of Months * Additional Allowances Rate Per Month)

Things to Care in Excel Data	
S.No.	Description
1	Worksheet Rename to sheet1 before excel upload.
2	Spaces in empty cells are not taken care in the excel upload.
3	Special characters in the data which results in configuration error.
4	In case of configuration error check the data for any special character.
5	Excel column Header doesn't match the Database column header value.