

## <u>User Manual on Applying for Scholarship</u> <u>through Student Login</u>

## **Introduction**

This is the reference document for applying for scholarships through student login.

**Step 1:-** Please follow these instructions to access the student portal.

If you are a first-time user of the Assam Higher Education Student Portal, please click on the '**New User Registration**' option and mention your Enrollment Number and Captcha.

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						Assam State Higher Education Portal				
						General Instructions for Registration				
						• • • Student Portal				$\setminus$
						Registration				
						Enrolment/Roll Number				
						Enter the Enrolment/Roll Number				
						Captcha				
						137531				
						Click on the text to change the captcha				
						Register				

If you have registered user on the portal, You can log in directly by entering your enrolment number, password, and the captcha in the login form.

istered User?	New User?	
u have registered earlier, please login below.	If you are registering for the first time, please click the button below.	
agin	Register	
Enrolment / Roll Number	Help and Instructions	
Enrolment / Roll Number	Welcome to the Assam State Higher Education Student Portal!	
Username cannot be blank.	Please follow these instructions to access the student portal, where you can find essential	
	resources, digital ID card, programme details and more:	
Password	In case you are a first-time user of the portal:	
Password	Click on 'New Registration' button above to generate your log in credentials.	
	If you have registered earlier:	
Click on the text to change the captcha	You can log in directly by entering your enrolment/roll number credentials for the portal, your	
Captcha 3753	password and the captcha in the login form.	
	In case you have forgotten your password:	
	Please use the link below to reset your password.	
	Reset Password	
Login		

**Step 2:-** Click on the Scholarship option which is visible on the left Menu.

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MEI	NU	•	
	Student Services ~		
	Dashboard		
	Profile		
	GU-FPM : Bachelor of		
	Vocation(Food		
	Quality		
	Management )		
	Banking Details		
	Scholarship		

Step 3:- A list of Scholarship opportunities will be displayed.

A Dashboard					
	Schola	rship Opportunities			
LE Student Services V	Showing	1-3 of 3 items.			
Dashboard	#	SCHOLARSHIP OPPORTUNITIES	STATUS	ADMIN REMARKS	APPLY
Profile	1	FEE WAIVER	Application ID: 430014:OPEN		Apply
DU-FEEBA : Bachelo	2	BOOK GRANT	Yet to apply		Apply
Banking Details	3	MESS DUES WAIVER	Yet to apply	<b>N</b>	Apply
Scholarship					
Resources V					
Useful links					

Step 4:- Students can apply for a specific scholarship in this section.

	Dashboard	
		Fee Waiver Details & Uploads
N	IENU	
-	🗄 Student Services 🗠	Family Income *
	Dashboard	Family Income Select file
	Profile	Proof7(Accepted formats : jpg,png)
$\ll$	DU-FEEBA : Bachelo	□ I Certify that the
	Banking Details	Submit Back
	Scholarship	
5	Resources V	
	Useful links	

**Step 5:-** Once the student clicks on the Fee Waiver scholarship (Apply) option, then he/she needs to fill in the below-mentioned details:

- Family Income:- The annual family income is up to Rs 2,00,000.
- Income Proof:- Upload the document related to the annual income in JPG, Pdf, or PNG format.
- Click on the Check box mentioned on I Certify and then on Submit.

After clicking on the **Submit** button, the data will be recorded successfully.

## Step 6:- Student can fill up the Bank Details

Click on the Bank Details option which has been shown on the left side of the portal and then fill in the required details.

AHE	ASSAM STATE HIGHER EDUCATION PORTAL STUDENT PORTAL		Q Search Public Notice(s) / Results
A Dashboard			
	Scholarship Details & Uploads		
MENU			
🛎 Student Services 🗸	IFSC Code *	ABCD0ABCDEF	)
Dashboard Profile	Bank Name *	BANK	)
GU-FPM : Bachelor of Vocation(Food	Branch Name *		Branch Name cannot be blank.
Processing & Quality Management )	Account Number *	999999999	)
Banking Details	Confirm Account Number *		
acrossinp	PAN "		PAN cannot be blank.
	Account Holder Name *	Holder	
	cancelled cheque(Aceepted formats: jpg,jpeg,png,pdf)	Select file	-
	Passbook(Aceepted formats: jpg,jpeg,png,pdf)	Select file	
	I am bonafide student of the Institution and	d all details submitted are duly verified and validated.	You Have to Select the checkbox
		Submit Back	

Fill in the following details:-

- IFSC CODE
- Bank Name
- Branch Name
- Account Number
- Confirm Account Number
- PAN Number
- Account Holder Name
- Canceled Cheque (JPG, JPEG, PNG, or PDF Format)
- Passbook (JPG, JPEG, PNG, or PDF Format)

Click on the check box that mentions I Certify that and then click on the Submit button.

**Step 7:-** The scholarship status is shown under the Status option.

Showing 1-1	of <b>1</b> item.			
#	SCHOLARSHIP OPPORTUNITIES	STATUS	ADMIN REMARKS	APPLY
1	FEE WAIVER	Application ID: 523734:VERIFICATION_PENDING		

Student can check the status of scholarship application and the remarks mentioned by the college Principal here.

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