



Sri Sri Sri Mookambika Educational Society`s
VAAGDEVI INSTITUTE OF TECHNOLOGY & SCIENCE
Peddasettipalli (V), Proddatur - 516360
(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuram)



5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies and philanthropists during last 5 years

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Social Welfare Department – Jagananna Vidya Deevena scheme – Release of amount to the account of mother of eligible students and follow up action in case of non-payment of fee by mother to college - Orders –Issued.

SOCIAL WELFARE (EDN) DEPARTMENT

G.O.Ms.No.35

Dated:29-11-2021
Read the following:

1. G.OMs.No.90, Social Welfare (SW.Edn.2)Dept., dated:30-07-2002
2. G.OMs.No.81, Social Welfare (Edn.2) Dept., dated:07-05-2019
3. G.O.Ms.No.115, Social Welfare (Edn) Dept., dated:30-11-2019
4. G.O.Ms.No.14, Higher Education (E.C) Dept., dated:23-03-2020
5. G.OMs.No.28, Social Welfare(Edn) Dept., dated:16-06-2020
6. G.OMs.No.64 of Social Welfare (Edn)Dept., dated6-11-2020
7. Govt. of India letter No.K-14011/1/2021–SCD-V, dated:12-01-2021
8. Hon'ble High Court of AP orders dated:27-08-2021 in WP No.8551/2021.
9. From the DSW, AP efileNo.SOW02-16021/169/2020-JD-C AND D2 SECCOSW (Computer No.1268482).

ORDER:

In the reference 2nd read above, Government have instructed at para-7.2.4 that the educational institutions are prohibited from withholding the certificates of students eligible for scholarship. Any deviation will invite severe action, including debarring of the concerned institution from the scheme of Post Matric Scholarships.

2. The Government is implementing the Navaratnalu schemes towards upliftment of poorer and vulnerable sections of the people of Andhra Pradesh on saturation mode. In the reference 3rd read above, as a part of implementation of Navaratnalu Schemes, the Government have issued orders formulating the scheme Jagananna Vidya Deevena to provide complete fee reimbursement to all the students belonging to SC, ST, BC, EBC(other than Kapu), Kapu, Minority and Differently Abled categories.

3. In the reference 4th read above, the Higher Education Department has issued guidelines for all the colleges on applicability of Jagananna Vidya Deevena scheme, wherein it was mentioned at para-3(b)(iii) that the Educational Institution shall not withhold the certificates of students eligible for fee reimbursement under any circumstances.

4. In the reference 5th read above, in order to empower the mother of the student, Government prescribed that the fee payable under Jagananna Vidya Deevena shall be released to the bank account of the mother of the student from 2020-21 academic year, as part of empowerment of the mothers, which is possible only when the mother pays the fees personally to the college, instead of the Government.

5. In the reference 6th read above, Government have issued instructions to conduct counseling to mothers of the Students to empower them to monitor the functioning of the colleges as well as the academic performance of their children.

6. The petitioners in W.P No.8551 of 2021 alleged that the government was not taking responsibility in case the mother does not pay the fee to the colleges, while the G.O. insisted that colleges shall not collect the fee from the eligible students at the time of admission.

7. The Hon'ble High Court of AP in its orders dated:27-08-2021 in WP No.8551/2021 ordered as follows:“....the impugned G.O.Ms.No.28, dated:16-06-2020 is set aside and in so far as the impugned G.O.Ms.No.64, dated 06-11-2020 is concerned, to the extent of all the clauses pertaining to ‘Jagananna Vidya Deevena’ in the said G.O. are struck down..... As a consequence, the scheme amount under Jagananna Vidya Deevena shall be credited to the respective college accounts on behalf of students, provided the students satisfy the eligibility criteria mentioned in G.O.Ms.No.115 dated 30-11-2019..... The Writ Petition, accordingly, allowed in part”.

(pto)

8. In the reference 9th read above, the Director of Social Welfare, AP has proposed that it be made explicit that the Colleges are at liberty to collect the fee due from the defaulting mothers, so that there is no ambiguity on follow up action to be taken in case any mother does not pay the Jagananna Vidya Deevena to the college, even after receipt of the same from Government.

9. In terms of the guidelines under the Centrally Sponsored Scheme of Post Matric Scholarship for SC students and as clarified in the reference 7th read above, the fee shall be released to the accounts of the students or mothers of the students.

10. It is therefore felt that there shall be a mechanism to involve mothers in the education of their children as part of their empowerment. When the fee is paid by the mother to the college for every quarter, then the mother has an opportunity to visit the college at least once in a quarter and interact with the college authorities on the academic progress of her children. It will also provide an opportunity to the mother to give feedback to the College on the infrastructure facilities or the quality of the education being provided to her children by the College. Government would also get a feedback and be able to take further steps to improve the quality of education or infrastructure being provided by the Institutions as prescribed in the norms.

11. In the circumstances reported supra and on review of the earlier orders issued in the G.O.6th read above, Government shall implement the scheme as provided below:

(i) The Colleges shall be notified of the release of Jagananna Vidya Deevena to the accounts of the mothers by the Government as soon as the amounts are credited.

(ii) In case any mother does not pay the Jagananna Vidya Deevena to the college within a week of the release of the amount, then the college concerned shall file a complaint in the service provided in their login for this purpose in Jnanabhumi portal. This service will be available after 7 days from the date of credit of the amount to the accounts of the mothers. Such claims will be referred to logins of the Welfare and Education Assistant (WEA) or the Ward Education and Data Processing Secretary concerned, as the case may be, who shall then consult the defaulting mother, verify the facts and intimate the parents concerned to remit the monies to the colleges. This process shall be completed within 10 days of filing of the complaint by the college.

(iii) If the money is not remitted within three weeks of the complaint lodged by a college, the college is at liberty to collect the fee/dues from the student/ mother, as per the norms applicable for collection of fee due from students, who are not eligible for Post Matric Scholarships scheme.

(iv) Government shall release the subsequent installments of Jagananna Vidya Deevena to the mother, only after the previously released fee is remitted to the college.

(v) After the first default of mother in remittance of fee to the college, even after steps mentioned at point-(ii) and (iii) above are completed, then subsequent installments shall be released to the colleges.

12. All educational institutions which are registered in Jnanabhumi portal are instructed not to insist for payment of fee at the time of admissions from the students eligible for Jagananna Vidya Deevena scheme, as such a condition would deprive the students belonging to the weaker sections of the society from getting enrolled in higher education, and the Government is committed to release the fee to the mothers in four quarters, who in turn will pay to the colleges, as per the above mentioned instructions.

13. The Higher Education Department and other Affiliation Authorities like the Director of School Education, Director of Medical Education, AP Para Medical Board, AP State Board of Technical Education & Training, AP Nursing Council, are also requested to issue similar instructions to the colleges under their control respectively.

(Contd. P..3.)

14. The above orders will be subject to further orders of the Hon'ble High Court in the Writ Petitions.

15. This orders are issued with the concurrence of Finance (FMU-Welfare-1) Department vide their U.O.No.FIN01-FMU0PC(WEL1)/86/2021(Computer No.1570313) Dated:29-11-2021.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

K.SUNITHA
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Director, Social Welfare, AP, Tadepalli, Guntur District

Copy to

The Special Chief Secretary to Government, Higher Education Department

The Special Chief Secretary to Government, Agriculture Department

The Special Chief Secretary to Government, BC Welfare Department

The Principal Secretary to Government, Medical and Health Department

The Principal Secretary to Government, School Education Department

The Principal Secretary to Government, Women Welfare, Differently abled and Senior Citizens Welfare Department

The Secretary to Government, Tribal Welfare Department

The Special Secretary to Government, Minority Welfare Department

The Secretary, AP State Council for Higher Education, Vijayawada

The Director of Tribal Welfare, A.P.

The Director of BC Welfare, A.P.

The Commissioner of Minority Welfare, A.P.

The Director of Differently Abled and Senior Citizen Welfare, A.P.

The Managing Director, A.P. State Kapu Welfare and Development Corporation.

All the District Collectors in the State

All JD/DD/AD of all Welfare Departments in AP (through respective Departments)

The PS to Minister for SW

The PS to Prl. Secretary to Govt., SW

SF/Spare

//FORWARDED :: BY ORDER//


SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Social Welfare Department – Jagananna Vidya Deevena scheme – Institutions not to insist on payment of fee from eligible students at the time of admissions and to conduct counselling to mothers of the Students to empower them to monitor the functioning of the colleges as well as the academic performance of their children - Orders – Issued.

SOCIAL WELFARE (EDN) DEPARTMENT

G.O.MS.No. 64

Dated: 06-11-2020.
Read the following:-

1. G.O Ms.No.90, Social Welfare (SW.Edn.2) Dept., dated:30-07-2002
2. G.O Ms.No.81, Social Welfare (Edn.2) Dept., dated:07-05-2019
3. G.O.Ms.No.115, Social Welfare(Edn) Dept., dated:30-11-2019
4. G.O.Ms.No.14, Higher Education (E.C) Dept., dated:23-03-2020
5. G.O Ms.No.28, Social Welfare (Edn) Dept., dated:16-06-2020
6. From the DSW, AP efile No. SOW02-16021/169/2020-JD-C AND D2 SEC-COSW (Computer No.1268482).

ORDER:

In the reference 1st read above, Government have issued instructions on sanction of scholarships to the students of SCs, STs and BCs, wherein there was a instruction to the educational institutions at para-4(g) that “Not to insist on payment of Non Refundable Fees: Education and other Departments should issue instructions to the Educational Institutions not to collect non-refundable fees from eligible SC and ST students at the time of admissions into approved courses, since the same is reimbursable as per the norms prescribed.”

2. In the reference 2nd read above, Government instructed at para-7.2.4 that the educational institutions are prohibited from withholding the certificates of students eligible for scholarship. Any deviation will invite severe action, including debarring of the concerned institution from the scheme of Post Matric Scholarships.

3. In the reference 4th read above, the Higher Education Department has issued guidelines for all colleges on applicability of Jagananna Vidya Deevena scheme, wherein it was mentioned at para-3(b)(iii) that the Educational Institution shall not withhold the certificates of students eligible for fee reimbursement under any circumstances.

4. In the reference 5th read above, in order to empower the mother of the student, Government prescribed that the fee payable under Jagananna Vidya Deevena shall be released to the bank account of the mother of the student from 2020-21 academic year, to pay the fees personally to the College to make the College accountable for the infrastructure and quality education provided to her children studying in the College.

(PTO)

5. In the circumstances reported by the Director of Social Welfare, A.P., in the reference 6th read above, Government after careful examination of the matter, hereby issue the following instructions to empower the mothers of the students on their role in monitoring the proper functioning of the Colleges in which their children are studying as well as monitor the academic performance of their children with the Colleges every quarter.

6. The Director, Social Welfare, A.P., shall conduct an orientation program to the mothers, college wise, through the field functionaries of all welfare departments on the following aspects of the Jagananna Vidya Deevena program.

- i. The objective of the government behind change of mode of payment to the account of the mother;
- ii. The need for the mothers to monitor the status of the regular conduct of the classes in the colleges in which their children are studying, so that they get the quality education;
- iii. The need to visit the college every quarter to know the academic performance of her child from the college;
- iv. The monitoring of the availability of facilities in the colleges, as prescribed by the affiliation granting authorities;
- v. The need to pay the fees to the institutions within a week of the release of the amount to their accounts by the government.
- vi. In case any mother is of the view that the college is not having adequate infrastructure or not conducting classes as per the prescribed norms, she can raise complaint through the login of the student in the Jnanabhumi portal (or she can file a grievance in the Spandana portal or call to 1902 and inform the problem), which will be referred to the Affiliation Authority for verification and for taking necessary action.
- vii. In case the mother does not pay the fees to the college without valid ground and misuses the amount, then the government will not be responsible for coverage of the students concerned under the JVD scheme from the next quarter.
- viii. In case of Jagananna Vasathi Deevena, the mothers have the responsibility to pay the mess charges to the college hostel in which their children are studying, as soon as the amount is released to the accounts of the mothers by the government, as the Vasathi Deevena is meant for helping the mothers to bear the boarding and accommodation expenditure incurred for pursuing higher studies by her children.

(Contd..P.3)

7. All educational institutions which are registered in Jnanabhumi portal are instructed not to insist on payment of fee at the time of admissions from the students eligible for Jagananna Vidya Deevena scheme, as such a condition will deprive the students belonging to the weaker sections of the society from getting enrolled in higher education, and the government is committed to release the fee to the mothers in four quarters, who in turn will pay to the colleges, as per the above mentioned instructions.

8. The Higher Education Department and other Affiliation Authorities like the Director, School Education, Director, Medical Education, AP Para Medical Board, APSBTET, AP Nursing Council, are also requested to issue similar instructions to the colleges under their respective control.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

B.RAJSEKHAR
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Director, Social Welfare, AP, Tadepalli, Guntur District

Copy to

The Special Chief Secretary to Government, Higher Education Department
The Special Chief Secretary to Government, Agriculture Department
The Special Chief Secretary to Government, Medical and Health Department
The Special Chief Secretary to Government, BC Welfare Department
The Principal Secretary to Government, School Education Department
The Principal Secretary to Government, Minority Welfare Department
The Principal Secretary to Government, Women Welfare, Differently abled and Senior Citizens Welfare Department
The Secretary to Government, Tribal Welfare Department
The Secretary, AP State Council for Higher Education, Vijayawada
The Director of Tribal Welfare, A.P.
The Director of BC Welfare, A.P.
The Commissioner of Minority Welfare, A.P.
The Director of Differently Abled and Senior Citizen Welfare, A.P.
The Managing Director, A.P. State Kapu Welfare and Development Corporation.
All the District Collectors in the State
All JD/DD/AD of all Welfare Departments in AP (through respective Departments)
The PS to Minister for SW
The PS to Prl. Secretary to Govt., SW
SF/Spare

//FORWARDED :: BY ORDER//

SECTION OFFICER

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

SOCIAL WELFARE DEPARTMENT – Navaratnalu - Post Metric Scholarships - Implementation of new Schemes Jagananna Vidya Deevena (RTF) and Jagananna Vasathi Deevena (MTF) - Scholarships to every eligible student belonging to SC,ST,BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories for the Post Metric Courses ITI, Polytechnic and Degree & above level courses - Orders – Issued.

SOCIAL WELFARE (EDN) DEPARTMENT

G.O.Ms.No.115

Dated:30-11-2019
Read the following:-

1. G.O.Ms.No.66, Social Welfare (Edn 2) Department, dated 08- 09-2010.
2. Govt.Memo No.105375/SW.Edn.2/2011-11 Dt.28.09.2012.
3. G.O.Ms.No.84, Social Welfare (Edn 2) Department, dated 29- 10-2013.
4. G.O.Ms.No.85, Social Welfare (Edn 2) Department, dated 29- 10-2013.
5. G.O.Ms.No.86, Social Welfare (Edn 2) Department, dated 29- 10-2013.
6. G.O.Ms.No.72, Social Welfare (Edn 2) Department, dated 18- 10-2014.
7. G.O Ms.No. 103, Social Welfare (Edn.2) Department, dated 24.10.2016.
8. G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09.06.2017.
9. Govt.Circular Memo No.712179/SW.Edn.2/2017 Dt.01.09.2017.
10. G.O Ms No. 81, Social Welfare (Edn.2) Department , dated 05.06.2018.
11. G.O.Ms. No.67, Social Welfare (Edn.2) Department dated 18.02.2019.
12. G.O Ms No. 81, Social Welfare (Edn.2) Department , dated 07.05.2019.
13. G.O.Ms. No.95, Social Welfare (Edn.2) Department dated 29.07.2019.
14. From the DSW, A.P.e-file No.SOW02-16021/37/2019-D1-SEC-COSW.

ORDER:

The Government of Andhra Pradesh have decided to implementing the Post Metric Scholarships scheme, to all eligible students belonging to the Scheduled Castes (SC) [through the Social Welfare Department], the Scheduled Tribes (ST) [through the Tribal Welfare Department], the Backward Classes (BC), Kapu & Economically Backward Class (EBC) [through the Backward Classes Welfare Department, Minorities [through the Minorities Welfare Department] and the Differently Abled [through the Women Development, Child Welfare & Disabled Welfare Department] categories, on a saturation basis.

2. Government is implementing the Navaratnalu schemes towards up liftment of poorer and vulnerable sections of the people of Andhra Pradesh on saturation mode. The Council of Ministers have decided to implement the assurance in letter and spirit from the academic year 2019-20.

3. Government after careful examination of the matter and in partial modification of the instructions/guidelines issued earlier, hereby formulate the two new schemes viz. (i) “Jagananna Vidya Deevena (RTF)”, and (ii) “Jagananna Vasathi Deevena (MTF)” to implement for all the students belonging to SC,ST, BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories who are pursuing the post metric courses from ITI to Ph.D except Intermediate, through their respective agencies, with the following guidelines.

4. Schemes:

(a) Jagananna Vidya Deevena (RTF): to provide complete fee reimbursement to every eligible student.

(b) Jagananna Vasathi Deevena (MTF) : to provide Rs.10,000/- per person to ITI students, Rs.15,000/- per person to Polytechnic students, Rs.20,000/- per person for other Degree and above courses per year to every eligible student for food and hostel expenses.

(Contd..on page.2)

5. Date of Applicability of the schemes:

The schemes “Jagananna Vidya Deevena(RTF)” and “Jagananna Vasathi Deevena(MTF)” shall be applicable from the Financial year 2019-20.

6. Beneficiaries of the Schemes:

(a) Eligible Students: The students under the following categories are eligible for availing the Schemes.

- i. All the students, pursuing Polytechnic, ITI and Degree & above level courses in Government/Aided/Private colleges, affiliated to State Universities / Boards.
- ii. Day scholar students, students in College Attached Hostels (CAH) and Department Attached Hostels (DAH).
- iii. 75% of the aggregate attendance is mandatory for release of scholarships.

(b) In - eligible Students: The students under the following categories are not eligible for availing the Schemes.

- i. Studying in Private Universities / Deemed Universities.
- ii. Pursuing Correspondence / Distance education courses.
- iii. Admitted under Management / Spot Quota.

7. Income Eligibility:

- i. The total family annual income to be less than or equal to Rs.2.50 lakhs.
- ii. The total land holding of the family to be less than 10.00 acres of wet or 25.00 acres of dry or 25.00 acres both wet and dry land together.
- iii. No member of the family should be a government employee/ pensioner (all sanitary workers irrespective of their salary/ recruitment, are eligible. The Social Welfare Department shall develop a robust & fool-proof system of certification of parents of the beneficiaries under category of “Sanitary workers”).
- iv. No member of the family should own a four-wheeler (Taxies/Tractors/Autos are exempted).
- v. A family who owns no property or less than 1500 Sft of built up area (Residential or Commercial) in urban areas is eligible.
- vi. No member of the family should be an income tax payee.

8. Mode of Disbursement:

(a) Jagananna Vidya Deevena shall be credited to the respective College accounts on behalf of students.

(b) Jagananna Vasathi Deevena:

- i. Jagananna Vasathi Deevena shall be credited into the respective account of the mother of the eligible student.
- ii. In case of the demise or absence of the mother, the amount shall be credited to the account of the natural guardian of the student.

9. Entitlements:

(a) Jagananna Vidya Deevena (RTF):

- i. Full fee i.e. Tuition Fee, Special Fees, Other Fees & Exam Fees as defined in the G.O.Ms.No.66, SW(Edn) Dept., dated 8-9-2010 and as fixed by the competent authorities is reimbursed to all eligible students.
- ii. Full fee shall be credited to the respective College accounts on behalf of students.

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(b) Jagananna Vasathi Deevena(MTF):

For ITI students : Rs.10,000/- per year.

For Polytechnic Students: Rs.15,000/- per year.

For Other Courses: Rs.20,000/- per year.

- i. The amount shall be provided in two instalments in July and December.
- ii. Jagananna Vasathi Deevena covers all the eligible children in a family.
- iii. The mapping of the mother to the student and also the entry of mothers' bank accounts shall be done by the Welfare and Education Assistant with document upload and will certify the Genuineness of account details.
- iv. The flow of funds under both the (i) Jagananna Vidya Deevena & (ii) Jagananna Vasathi Deevena schemes shall be routed through the corresponding Corporations of the concerned Welfare Department.

10. YSR Navasakam- Fee reimbursement card:

Government is decided to identify the eligible beneficiaries on saturation basis duly checking the eligibility conditions and issue new card for "Jagananna Vidya Devena & Jagananna Vasathi Deevena" Schemes through Social Audit process.

11. The CEO of APCFSS is directed to make necessary modifications in the software accordingly.

12. The Special Chief Secretary/Principal Secretary/Secretary of the Social Welfare/Tribal Welfare/Backward Classes Welfare/Minority Welfare/Higher & Technical Education/School Education/Agriculture & Cooperation/Animal Husbandry, Dairy Development & Fisheries/Horticulture & Sericulture/Labour, Employment & Training/Health & Family Welfare & the Director of Social Welfare/ Director of Tribal Welfare/Director of Backward Classes Welfare/Commissioner of Minorities Welfare/Commissioner of Welfare of Differently Aabled & Senior Citizens/All affiliating Authorities in the State are requested to follow and implement the above guidelines scrupulously and also convey the above, instructions to all the College Managements & other authorities concerned, without fail and ensure that the schemes are implemented accordingly.

13. All the District Collectors in the State, as the Chairman of the District Level Committee for the implementation of Scholarships, are requested to ensure that the instructions/guidelines stipulated in this order are implemented in-to, by all the District Welfare Officers and also by all the Principals of all educational Institutions and review the same in the meeting of the District Level Committee and other review meetings, so as to ensure the smooth implementation of the schemes.

14. The Director of Social Welfare, A.P., Amaravati shall take necessary steps to implement the schemes in coordination with all stake holders.

15. This order issues with the concurrence of the Finance (FMU-Welfare.I) Department vide their U.O.No.FIN01-FUMU0PC(WEL1)/116/2019, (Computer No.1034870), Dated:20-11-2019.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**MUDDADA RAVI CHANDRA
SECRETARY TO GOVERNMENT**

To

The Spl.Chief Secretary, Backward Classes Welfare, A.P. Secretariat, Amaravati.

The Principal Secretary, Tribal Welfare, A.P. Secretariat, Amaravati.

(Contd..on page.4)

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The Principal Secretary, Minorities Welfare, A.P. Secretariat, Amaravati.
The Principal Secretary, WC, DA & SC Welfare, A.P. Secretariat, Amaravati.
The Director of Social Welfare, A.P., Amaravati.
The Director of Tribal Welfare, A.P., Amaravati.
The Director of BC Welfare, A.P., Amaravati.
The Commissioner of Minority Welfare, A.P., Amaravati.
The Director of Differently Abled and Senior Citizen Welfare, A.P., Amaravati.
The Managing Director, A.P. State Kapu Welfare and Development Corporation.
All District Collectors in the State.
The Chief Executive Officer, A.P.C.F.S.S., Amaravati at Ibrahimpatnam.
All JD/DD/AD of all Welfare Departments in A.P. (through respective Departments)
The Director of Treasuries and Accounts, A.P., Amaravati at Ibrahimpatnam.
The Pay & Accounts Officer, Vijayawada.
The Accountant General, A.P., Hyderabad

Copy to:-

The Spl. Chief Secretary to Government, Higher Education, A.P., Amaravati.
The Spl. Chief Secretary to Government, AH, DD & Fisheries, A.P., Amaravati.
The Spl. Chief Secretary to Government, Agriculture & Cooperation, AP,
Amaravati.
The Principal Secretary to Government, School Education, A.P., Amaravati.
The Principal Secretary to Government, Health, Medical & FW, A.P., Amaravati.
The Principal Secretary to Govt, Labour, Employment & Training, AP, Amaravati.
The Principal Secretary to Government, IT&C, A.P., Amaravati.
The Principal Secretary to Government, Finance, A.P., Amaravati.
The Ex-Officio Secretary, Horticulture and Sericulture, A.P. Amaravati.
The Commissioner of Collegiate Education, A.P. Amaravati.
The Commissioner of Technical Education, A.P. Amaravati.
The Director of Medical Education, A.P. Amaravati
The Commissioner of Employment & Training, A.P. Amaravati
The commissioner of Intermediate Education, A.P. Amaravati.
The Commissioner of School Education, A.P. Amaravati.
The Commissioner, Information and Public Relations, Vijayawada.
The Chairman, APSCHE.
The Secretary, APSCHE.
The Vice-Chairman, APSCHE.
The Secretary, SBTET.
The Secretary, AP Paramedical Board.
The Secretary, APNMC.
The CEO, AP CFSS, Ibrahimpatnam.
The CEO, APCFMS, Amaravati, Ibrahimpatnam.
All Vice Chancellors of Universities in the State.
All Affiliating Authorities in the State.
All Registrars of Universities in the State.
All RJDs, Collegiate Education in the State.
All RIOs, Intermediate Education, in the State.
All DVEOs, Intermediate Education, in the State.
All DEOs in the State.
OSD to Chief Secretary to Govt., A.P. Secretariat.
P.S. to Secretary to C.M.
P.S. to M (SW) /M(BCW) /M(MW)/ M (WCD & DW)/ M (HRD)/M (PR)/M(Ag.)/
M(AH)/M(LE&T)/M(Health).
SF/Spare

// FORWARDED: BY ORDER //

SECTION OFFICER

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Social Welfare Department - **JnanaBhumi** - Smart Portal for Integrated Delivery of Services relating to Education & Scholarships- Modifications in procedure & software- Implementation of **JnanaBhumi 2.0** during academic year 2019-20 - Orders - Issued.

SOCIAL WELFARE(EDN.2) DEPARTMENT

G.O.MS.No. 81

Dated: 07-05-2019

Read the following:

- 1) G.O.Ms.No.103, Social Welfare (Edn.2) Department, dated 24-10-16.
- 2) G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09-06-17.
- 3) JnanaBhumi SLC meetings held on 21-08-17,05-10-17,26-10-17, 29-11-17, 06-04-18,11-05-18,16-07-18, 30-08-18&11-01-19.
- 4) JnanaBhumi 10th SLC meeting held on 02-05-19.
- 5) Letter No.D2/799/2019,dated:6-5-19 of Director of Social Welfare, A.P.

ORDER:

In the reference 1st read above, Government have issued comprehensive guidelines, after consulting all stakeholder departments, for revamping the Post Matric Scholarship (PMS) system for making the system predictable & enabling hassle-free services for all stakeholders, duly ensuring Monthly release of MTF, Quarterly release of RTF, capturing Biometric attendance & Academic performance of all students & for making Post-Matric Scholarships ecosystem resilient, secure, seamless & paperless.

2. In the reference 2nd read above, Government have issued orders regarding the implementation of **JnanaBhumi**- Smart Portal for Integrated Delivery of Services relating to Education & Scholarships, duly detailing (a) Scope of JnanaBhumi (b) Core Modules & Services (c) Integration of Education & Scholarship services (d) Attendance & Academics (e) Digital Signatures (f) Mandatory Compliances & Responsibilities of stake holders (g) Roles & Responsibilities of Students, Educational Institutions, Affiliating Authorities, Welfare Departments, Banks and Treasury & Accounts Departments (h) Institutional Arrangements viz. State & District Level Committees.

3. The implementation of JnanaBhumi, during academic years 2017-18 & 2018-19, has streamlined the Post-Matric Scholarships ecosystem, improved process efficiency & substantially met the objectives of predictable, hassle free & timely service delivery.

4. The JnanaBhumi State Level Committee meetings, held in the reference 3rd cited, have provided significant inputs that are incorporated for improving accessibility & for streamlining the student, institution & other stake holders related processes.

5. The JnanaBhumi State Level Committee meeting, for the academic year 2019-20, was held on 02-05-19, to deliberate upon the stakeholder experience in JnanaBhumi implementation and for assessing & finalizing the procedural & software changes required during the academic year 2019-20, for further improving delivery of services to the students and institutions, & was attended by representatives of all stakeholders viz. (a) Departments (b) Boards (c) Affiliating Authorities/Universities & (d) APSCHE.

6. In the above meeting, after a detailed status review, it was resolved to implement **JnanaBhumi 2.0**, from the academic year 2019-20, as per the orders issued in G.O.Ms.No.45, S.W.(Edn.2) Department, dated 09-06-17, duly incorporating (a) the modifications already made & deployed during the last (2) years and (b) certain further changes in the procedure & software, as found relevant & necessary.

7. Accordingly, Government hereby order the operationalization of **JnanaBhumi 2.0**, from the academic year 2019-20, in consonance with the orders issued in G.O.Ms.No. 45, S.W.(Edn.2) Department, dated 09-06-17 (copy annexed to this order), duly incorporating the changes in procedure and software, as mentioned hereunder.

REGISTRATION & FEES

7.1 MANDATORY ADOPTION OF ONLINE AFFILIATION MODULE(OAM)

7.1.1 The manual process of College Affiliation is delaying the release of MTF & RTF. The Online Affiliation Module (OAM) on JnanaBhumi platform, is developed & successfully developed & deployed in the academic year 2018-19, for the affiliating authorities under control of APSCHE & BIE. Therefore, the following orders are issued:

7.1.1.1 Adoption of Online Affiliation Module (OAM), is made mandatory for Colleges & Affiliating Authorities, for being included under Post-Matric Scholarships scheme.

7.1.1.2 Approval of Affiliations, through OAM, shall be completed by 20th May 2019.

7. 2 MTF & RTF RELEASE SCHEDULE

7.2.1 MTF to students, shall be released every month, on (75) % aggregate attendance.

7.2.2 RTF to educational institutions, shall be released every quarter, student-wise, & triggered by release of MTF to the concerned student for the month of September (1st instalment), for December (2nd Instalment) and for February (3rd instalment).

7.2.3 RTF (4th) instalment release, shall be triggered by upload of Academic Result of the student, by the concerned educational institution/ Affiliating Authority.

7.2.4 The educational institutions, are prohibited from withholding the certificates of students eligible for Scholarship. Any deviation will invite severe action, including debarring of the concerned institution from the scheme of Post-Matric Scholarships.

7.3 FEE FIXATION DOCUMENT UPLOAD FACILITY

7.3.1 The Course Fees are entered by the Affiliating Authorities in JnanaBhumi Fee Structure Module. To facilitate verification & audit, the following orders are issued:

7.3.1.1 CEO, APCFSS shall enable in Fee Structure Module, facility for uploading of scanned document (based on which Fee is fixed) & linking with the relevant courses.

7.3.1.2 All Affiliating Authorities, while entering Course Fees, shall 1st upload, legible scanned copy of relevant Fee Fixation documents, & then link for all the courses.

7.3.1.3 The above facility shall be deployed by 9-5-2019, & document upload/linking completed along with Fee Structure data entry by all the Affiliating Authorities.

7.4 ONLINE FEE UPDATION & CONCURRENT AUDIT MODULE FACILITY

7.4.1 To facilitate online updating of changes in the fee structure, which have occurred after commencement of academic sessions, the following orders are issued:

7.4.1.1 CEO, APCFSS shall provide facility in the JnanaBhumi Fee Structure Module, for enabling concerned Affiliating Authorities to upload scanned copies of the relevant Fee Fixation document, their online authentication by a Resident Auditor appointed by the DSW & for the subsequent release of MTF/RTF, as per the revised Fee structure.

7.4.1.2 All Affiliating Authorities shall ensure that legible scanned copies of relevant Fee Fixation document/s, evidencing revision in the Fee Structure are uploaded.

7.4.1.3 The DSW shall appoint the Resident Auditor for the online concurrent audit.

7.4.1.4 The facility shall be deployed by 9-5-2019 by the CEO, APCFSS.

ADMISSIONS & ATTENDANCE

7.5 MANDATORY (100) % STUDENT ADMISSION & ATTENDANCE ENTRY

7.5.1 JnanaBhumi, currently captures data relating to only the students availing PMS scheme, resulting in fragmented information on admissions/ attendance/ academics. Basing on request of stakeholder Departments & Affiliating Authorities & in view of on-going examination system automation, the following orders are issued for strict compliance by all the Principals/Heads of Colleges/ Educational institutions:

7.5.1.1 Admission details of all **repeat** all students, whether receiving or not receiving Post-Matric Scholarships, shall be entered in the Admission module of JnanaBhumi.

7.5.1.2 Attendance details of all **repeat** all students, whether receiving or not receiving Post-Matric Scholarships, shall be entered in the Attendance module of JnanaBhumi, within (5) working days of every succeeding month.

7.5.1.3 There shall be no provision for entering of Backlog Attendance.

7.5.1.4 The Principal/Head of College/ Educational institution shall be responsible for making timely entry in the Admission & Attendance Modules, & shall be held liable for any adverse consequence, arising in case of non-compliance/delay.

7.6 MANDATORY SHARING BY WEBSERVICE OF CET STUDENT ADMISSION DATA

7.6.1 CET Conveners are currently sharing Convener Quota admission data by e-Mail/CD, resulting in data errors/missing data/delays/etc., adversely affecting system integrity & causing delay in release of MTF/RTF. Hence, the following orders are issued:

7.6.1.1 All CET Conveners shall share Convener Quota admission data, on real-time basis by secure web service, in prescribed data format, to the DSW.

7.6.1.2 The details shared, must contain Aadhar number & SSC details of the students, for facilitating mapping of the students & enable processing of the scholarships claims.

7.6.1.3 Latest UIDAI/Government security/data privacy protocols shall be followed.

7.6.1.4 Since, the CET Conveners change every year, the APSCHE & other stakeholder Departments shall coordinate this activity for the CETs within their purview.

7.7 DEPLOYMENT OF STUDENT MIGRATION MODULE

7.7.1 Currently, students migrating from one course to another course, during the same

year or subsequent years, & having received the MTF/RTF for the 1st Course, have to repay the MTF & RTF received for the 1st Course, to the Government through Challan services, leading to delay. Based on the inputs received, the following orders are issued.

7.7.1.1 RTF: The RTF amount already released for the 1st Course, shall be deducted from the RTF amount to be paid for the 2nd Course.

7.7.1.2 MTF: The MTF amount will be released only for balance months of the 2nd Course.

BIOMETRIC AUTHENTICATION

7.8 IMPLEMENTATION OF DAILY BIO-METRIC ATTENDANCE

7.8.1 Clause 5(III)(b) of G.O.Ms.No.103, S.W. (SW EDN2) Department, dated 24-10-16, mandates all Affiliating Authorities to implement Daily Biometric Attendance & to notify the date of implementation, to enable the mandatory implementation of Daily Biometric Attendance in JnanaBhumi, in respect of its institutions. No Affiliating Authority has issued the notification, so far. Hence, the following orders are issued:

7.8.1.1 All Affiliating Authorities to take measures to expedite the implementation of Daily Biometric Attendance in JnanaBhumi & to notify the date of implementation,

7.8.1.2 The Affiliating Authorities shall notify the date for implementation of Daily Biometric Attendance, by 25th of May 2019 & intimate the Nodal Officer i.e. the DSW, so that the Daily Biometric Attendance facility is made mandatory in the Attendance Module of **JnanaBhumi 2.0**, in respect of the concerned affiliated institutions.

7.9 MANDATORY DEPLOYMENT OF IRIS DEVICES IN ALL EDUCATIONAL INSTITUTIONS

7.9.1 Biometric based One Time Authentication (OTA) of students, is mandatory for processing Scholarship claims & considering difficulties faced by genuine students, due to Finger-Print based Biometric authentication failure, the following orders are issued:

7.9.1.1 UIDAI certified, Iris Biometric Authentication devices, shall be procured & deployed by all educational institutions @ 1:250 students by 25th May, 2019.

7.9.1.2 Device technical specifications shall be placed in the JnanaBhumi portal.

7.9.1.3 The CEO, APCFSS will facilitate supply of devices, if sought by the institutions.

7.10 ONE-TIME AUTHENTICATION OF NEW STUDENTS IN MEESEVA CENTRES

7.10.1. Due to sensitive nature of information viz. Bank/Mobile/e-Mail id/etc. being authenticated & to ensure data privacy & security, the following orders are issued:

7.10.1.1 Authentication of their admission details by New students, including facility for e-KYC based Biometric Authentication, shall be provided at Mee-Seva Centres.

7.10.1.2 To avoid hardship, the facility shall be provided on free of cost basis to the students. Mee-Seva service charges shall be borne under PMS scheme budget by DSW.

ACADEMICS

7.11 MANDATORY ADOPTION OF ONLINE EXAMINATION MODULE(OEM)

7.11.1 Manual examination processes in Universities/Boards is delaying the obtaining of Academic Results & in turn RTF Release & Academic Tracking. With APSCHE support,

Online Examination Module (OEM) under JnanaBhumi platform, in 2018-19, is deployed successfully by Rayalaseema University. Therefore, the following orders are issued:

7.11.1.1 Adoption of OEM is mandatory for all Colleges & Affiliating Authorities, for being eligible for being included under the scheme of Post-Matric Scholarships.

7.11.1.2 The OEM shall be deployed by all the Affiliating Authorities by 30th June 2019.

7.11.1.3 The development, customization, deployment & support for OEM for the 1st year i.e. 2019-20, shall be provided under JnanaBhumi by the DSW.

7.11.1.4 For subsequent maintenance support for OEM, all Affiliating Authorities shall enter into MOU with APCFSS, on mutually agreed terms/conditions by 30th June 2019.

7.12 MANDATORY SHARING OF WEB SERVICES FOR ACADEMIC RESULTS

7.12.1 Currently, Examination Results are being shared by Affiliating Authorities by e-Mail/CD, resulting in data errors/missing data/delays/etc., adversely affecting system integrity & causing delays in RTF release. Hence, the following orders are issued:

7.12.1.1 All Affiliating Authorities shall mandatorily share academic results data, on a real time basis by secure web service, in prescribed data format, to the DSW, for all the institutions under their jurisdiction, including autonomous colleges.

7.12.1.2 The managements of all Autonomous Colleges shall compulsorily provide academic results data to their concerned Affiliating Authorities in prescribed format.

7.12.1.3 Latest UIDAI/Govt. security/data privacy protocols, shall be followed.

7.12.1.4 APSCHE & Heads of all Stakeholder Departments shall coordinate this activity.

SECURITY & AUDIT

7.13 MANDATORY DSK & E-SIGN BASED AUTHENTICATION AT ALL LEVELS

7.13.1 To ensure data security & process integrity, especially in view of end-to-end digital & paperless implementation of JnanaBhumi, the following orders are issued:

7.13.1.1 Digital signature of every document by DSK/e-Sign is mandatory.

7.13.1.2 All functionaries having assigned role in JnanaBhumi work-flow, including of Colleges & Affiliating Authorities, shall mandatorily possess both DSK & eSign.

7.14 MANDATORY DEVICE/ I.P. ADDRESS REGISTRATION, GEO-FENCING & LOCKING

7.14.1. To ensure security & integrity of the transaction data & accountability, the following orders are issued for implementation by the CEO, APCFSS:

7.14.1.1 All fixed/portable hardware devices, including but not limited to Bio-Metric Devices/Laptops/Desktops/etc., of all the JnanaBhumi authorized users viz. Welfare Departments/Affiliating Authorities/ Colleges/ etc. shall be registered & assigned a Unique Device ID.

7.14.1.2 The above connected devices shall be appropriately geo-fenced & locked for ensuring that the same Device cannot be used from multiple locations.

7.14.1.3 Similarly, the IP addresses of all user institutions/users shall be registered, assigned Unique IP ID, geofenced & locked.

7.14.1.4 New Devices/I.P. addresses of authorized institutions/users shall undergo an onboarding protocol of Registration, Unique ID assignment, Geofencing & Locking.

7.14.1.5 All the aforesaid activities shall be completed by 20th May 2019 & the DSW shall furnish compliance report to the Government.

7. 15 COURSE FEE MASTERS & TRANSACTION DATA VERIFICATION/RISK ASSESSMENT

7.15.1 Under the JnanaBhumi framework, entry relating to Course Fees, is made by concerned Affiliating Authority & there is need to take up verification of the Course Fee Masters & the Transaction Data. Therefore, the following orders are issued:

7.15.1.1 The DSW, through APCFSS, shall entrust (100) % verification of Course Fee Masters & also Transaction data, for the period 2014-15 to 2019-20, to a competent & reputed 3rd Party Agency, having experience in this field.

7.15.1.2 Similarly, DSW will also take up Risk Assessment of the JnanaBhumi platform.

7.15.1.3 All Affiliating Authorities shall provide the necessary records/data, as when sought, & assist the 3rd Party Agency in the completion of its mandate.

7.15.1.4 The DSW shall furnish the Course Fee Masters & Transaction Data Verification Report & the Risk Assessment Report to the Government by 30th June,2019.

INSTITUTIONAL ARRANGEMENTS

7.16 COMMITTEES AT STATE & DISTRICT LEVELS

7.16.1 For effective implementation of JnanaBhumi, following instructions are issued regarding institutional arrangements:

7.16.1.1 District Level Committees (DLC) shall meet, once in a Fortnight, during May to August, & subsequently once in a month, to ensure smooth implementation.

7.16.1.2 State Level Committee (SLC) shall meet once in a Month, during April to August, and subsequently once in (2) months, to ensure smooth coordination.

7.16.1.3 Affiliating Authority Level Committee (ALC), headed by the concerned Registrar shall be established by all Affiliating Authorities. All login users, IT vendors of Affiliating Authority shall be members & trained on **JnanaBhumi 2.0**. The ALC shall be responsible for ensuring all mandatory compliances by the Affiliating Authority & by its affiliated colleges, as per the stipulated timelines & also for student grievances.

7.16.1.4 The DSW shall ensure the constitution of the ALCs by 12th May 2019 & the conduct of training for all stakeholders, to ensure seamless uptake of **JnanaBhumi 2.0**

7.17 ROLE OF APCFSS

7.17.1. In addition to tasks already entrusted in the G.O.s in the reference 1st & 2nd read above, & those mentioned aforesaid, the CEO APCFSS shall ensure the following:

7.17.1.1 Compliance of JnanaBhumi platform with current or future GOs.

7.17.1.2 Compliance with latest UIDAI/GOI orders relating to Aadhar/Data Privacy.

7.17.1.3 Compliance with IT Act, 2000.

7.17.1.4 Certification from IT & C Department under the GoAP Cybersecurity Policy 2017 & Cyber-Security Framework, by 30th May, 2019.

7.17.1.5 Quarterly Security & Performance audit.

7.17.1.6. Yearly Database audit.

7.17.1.7 Deployment of smart & real-time analytical dashboards.

7.17.1.8. User manual, FAQ & Real time dashboards for all services.

7.17.1.9 Unit/System/Integration testing before deployment of services

- 7.17.1.10 System Downtime only during non-peak hours.
- 7.17.1.11 Intuitive error handling.
- 7.17.1.12 Communication protocol for each user role.
- 7.17.1.13 Effective user ticket handling mechanism.
- 7.17.1.14 Effective student grievance handling mechanism.

8. TIME LINES

8.1 To achieve stipulated benchmarks of Monthly MTF & Quarterly RTF, all stake holders shall adhere to timelines as fixed by G.O.s/Memos/etc. from time to time.

8.2. The timelines, approved during the 10th SLC meeting held on 02-05-2019, for certain mandatory processes/activities are as detailed below:

SL.	ACTIVITY	RESPONSIBILITY	COMPLETION ON/ BEFORE
1	COLLEGE AFFILIATION APPROVAL	Affiliating Authority	20 TH MAY
2	ACADEMIC CALENDAR ENTRY	Affiliating Authority	20 TH MAY
3	FEE STRUCTURE ENTRY (GENERAL)	Affiliating Authority	30 TH MAY
4	FEE STRUCTURE ENTRY (VARIABLE)	Affiliating Authority	10 DAYS AFTER G.O.
5	STUDENT REGISTRATION(RENEWAL)	College Principals	15 TH JULY
6	STUDENT REGISTRATION (FRESH)	College Principals	15 DAYS AFTER ADMISSION
7	STUDENT ONE TIME BIO-METRIC AUTHENTICATION	College Principals	15 DAYS AFTER ADMISSION
8	STUDENT MONTHLY ATTENDANCE	College Principals	1 ST (5) WORKING DAYS OF EVERY SUCCEEDING MONTH
9	OTA (ONE TIME APPROVAL) BY COLLEGES	College Principals	ON DAILY BASIS
10	OTA (ONE TIME APPROVAL) BY D.D.	D.D.s, Welfare	ON DAILY BASIS
11	HARDWARE & IP REGISTRATION & LOCKING	CEO,APCFSS	20 TH MAY,2019
12	NOTIFYING DAILY BIOMETRIC ATTENDANCE DATE	Affiliating Authority	25 TH MAY,2019
13	DEPLOYMENT OF IRIS DEVICES IN COLLEGES	College Principals	25 TH MAY 2019
14	AUTOMATION OF EXAMINATION PROCESSES	Controller of Exams.	30 TH MAY 2019
15	WEB SERVICE FOR CET ADMISSION DATA	CET Conveners	ON REAL TIME BASIS
16	WEB SERVICE FOR EXAMINATION RESULTS DATA	Affiliating Authorities	ON REAL TIME BASIS
17	STATE LEVEL WORKSHOP ON JNANABHUMI 2.0	Director, SW	15 TH MAY 2019
18	DISTRICT LEVEL WORKSHOP ON JNANABHUMI 2.0	D.D.s, SW	18 TH MAY 2019

9. The Special C.S./Principal Secretaries/Secretaries & HODs of Higher Education, Technical Education, School Education, Labor, Employment & Training, Medical Education, Agriculture & Cooperation, Horticulture & Sericulture, Animal Husbandry, Dairy Development & Fisheries, Health & Family Welfare, Social Welfare, BC Welfare, Tribal Welfare, Disabled Welfare, Minority Welfare, Collegiate Education, AP Paramedical Board, BIE, APNMC, APSCHE, SLBC Chairman, APCFSS & all the Affiliating Authorities are requested to take necessary action accordingly.

10. All the Affiliating Authorities/ Principals / Managements of Educational Institutes are directed to implement this G.O in true spirit within the time lines mentioned.

11. All Joint Directors/Deputy Directors/Asst. Directors of Welfare Departments are directed to convey this order to all the Affiliating authorities/College Managements and also to follow the provisions of this G.O. scrupulously.

12. All District Collectors/ Chairman of District Level Committee for JnanaBhumi, are requested to ensure that instructions contained in this G.O are implemented in-toto by all educational institutions/Affiliating Authorities & monitored by all Supervisory Officers & to review the same in meeting of District Level Committee & other review meetings held by them, so as to ensure hassle-free delivery of services to the students.

13. The Director of Social Welfare, A.P. is requested to take necessary steps to implement these orders in co-ordination with all the stakeholders.

14. The CEO, APCFSS is requested to make necessary modifications in the software according to the defined parameters & stipulated timelines.

15. Copy of this order is available on internet and can be accessed at address <http://www.ap.gov.in/goir>

Encl: G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09-06-17.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**SHAMSHER SINGH RAWAT
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Special Chief Secretary to Government, School Education, A.P., Amaravati
 The Special Chief Secretary to Government, Labour, E&T, A.P, Amaravati
 The Special Chief Secretary to Government, Medical Education, A.P., Amaravati.
 The Special Chief Secretary to Government, Health & Family Welfare, A.P, Amaravati
 The Special Chief Secretary to Government, Finance, A.P, Amaravati
 The Principal Secretary to Government, Agriculture and Cooperation, A.P., Amaravati
 The Principal Secretary to Government, Animal Husbandry, DD & F, A.P. Amaravati.
 The Principal Secretary to Government, Higher Education, A.P., Amaravati.
 The Principal Secretary to Government, IT&C, A.P. Amaravati
 The Principal Secretary to Government, Social Welfare, A.P. Amaravati
 The Principal Secretary to Government, Tribal Welfare, A.P. Amaravati
 The Principal Secretary to Government, BC Welfare, A.P. Amaravati
 The Principal Secretary to Government, Minority Welfare, A.P. Amaravati
 The Secretary to Government, Finance, A.P. Amaravati
 The Secretary to Government, Women & Child, Disabled & S.C. Welfare, A.P. Amaravati
 The Ex-Officio Secretary, Horticulture and Sericulture, A.P. Amaravati
 The Director of Social Welfare, A.P., Amaravati.
 The Director of Tribal Welfare, A.P., Amaravati.
 The Director of B.C. Welfare, A.P., Amaravati.

The Director, Welfare of Disabled and Senior Citizens, A.P., Amaravati.
 The Commissioner of Minority Welfare, A.P. Amaravati.
 The Commissioner of School Education, Ibrahimpatnam, Amaravati, A.P.
 The Commissioner of Intermediate Education, A.P., Amaravati.
 The Commissioner of Collegiate Education, AP, Amaravati.
 The Commissioner of Technical Education, A.P., Amaravati.
 The Commissioner of Employment & Training, A.P., Amaravati.
 The Director of Medical Education, A.P., Amaravati.
 The Chairman, APSCHE, A.P., Amaravati.
 The Vice-Chairman, APSCHE, A.P., Amaravati.
 The Secretary, APSCHE, A.P., Amaravati.
 The Secretary, SBTET, A.P., Amaravati.
 The Secretary, AP Paramedical Board, A.P., Amaravati.
 The Secretary, APNMC, A.P., Amaravati.
 All the Vice Chancellors of Universities concerned.
 The ESDMeeSeva, Vijayawada, Amaravati, A.P.
 The CEO, APCFSS, AP, Ibrahimpatnam
 The Director Treasury, A.P., Ibrahimpatnam.
 The Convener, SLBC A.P., Amaravati.
 The Commissioner, I & PR Department
 All the District Collectors in the State.
 All P.O. ITDAs in the State.
 All DD, SW/TW/BCW/WCD/DMWOs in the State.
 All the Registrars of Universities in the State.

Copy to: -

P.S. to Chief Secretary/Principal Secretary to C.M./Spl. C.S. (School Edn). /Spl. C.S. (Health)/Principal Secretary (SW)/ Principal Secretary (TW)/Principal Secretary (BCW)/Secretary (MW)/Secretary (DW)/ Principal Secretary (Higher Edn.) / P.S. to M (SW) / M (TW) / M (BCW) / M (MW) / M (DW) / M (Higher Edn.) / M (School Edn.)/M (Technical Edn.) /M (Medical Edn.) /M (PR)/M (Agriculture)/M (AH, DD & F)/ M (L, E & T) / M (Health).
 Sc/Sf.

//FORWARDED:: BY ORDER//

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Social Welfare Department – **JnanaBhumi**- Smart Portal for Integrated Delivery of Services relating to Education and Scholarships– Orders – Issued.

SOCIAL WELFARE (EDN.2) DEPARTMENT

G.O.Ms.No.

Dated: 09-06-2017.

Read the following: -

- 1) G.O.Ms.No.103, Social Welfare (Edn.2) Department, dated 24-10-2016.
- 2) Workshop with all stakeholder Departments/Affiliating Authorities held on 28-12-16 at Vijayawada.
- 3) Review Meeting held by the Hon'ble Chief Minister on 9-2-2017 & 4-4-2017
- 4) Consultative Workshop with all stakeholder Departments/Affiliating Authorities held on 3-5-2017 at Secretariat, Velagapudi.
- 5) Lr.Rc. No. D/2197 /2016, dated 09.06.2017 of the Director Social Welfare

ORDER:

In the reference 1st read above, Government have issued comprehensive guidelines, after consulting all the stakeholder departments, for revamping the Post Matric Scholarship (PMS) system in order to align it with the mandate given by the Hon'ble Chief Minister for making the system predictable & providing hassle-free services for all the stakeholders, duly ensuring the Monthly release of MTF, Quarterly release of RTF, capturing the Biometric attendance & Academic performance of all the students & for making the Post-Matric Scholarships ecosystem resilient, secure, seamless & paperless.

2. Accordingly, the Social Welfare Department (Nodal Department for implementation of Post-Matric Scholarships) has simplified & streamlined the PMS system and deployed the APePASS version 2.0 software for processing the Post-Matric Scholarships during the academic year 2016-17.

3. During the review meetings held on 09-02-2017 & 04-04-2017, the Hon'ble Chief Minister has directed that the provisions contained in G.O.Ms.No.103, Social Welfare(Edn.2) Department, dated 24-10-2016 be implemented in letter and spirit & in-toto from the academic year 2017-18 & to develop a smart portal for providing the integrated & seamless delivery of services relating to Education and Scholarships for both the students & the educational institutions to attain synergies.

4. In view of the above directive, the Social Welfare Department has incepted a detailed Business Process Re-engineering of the APePASS Version 2.0 software, deployed during the academic year 2016-17, and has through the APCFSS (Andhra Pradesh Centre for Financial Systems & Services) developed a comprehensive, modular, intuitive, robust & high-fidelity Web portal integrating the services relating to Education and Scholarships.

5. A Consultative Workshop was held by the Social Welfare Department on 3-05-2017 with all the stakeholders relating to Post-Matric Scholarships viz. the concerned Principal Secretaries/ Heads of Departments /Affiliating Authorities /Registrars of all Universities and the modules, features & functionality of the integrated Web portal were explained, demonstrated & discussed in detail.

6. During the aforementioned Consultative Workshop, the representatives of all the concerned stakeholders relating to the Post-Matric Scholarships viz. **a)** Departments (Higher Education, Technical Education, School Education, Labour Employment & Training, Medical Education, Agriculture & Cooperation, Horticulture & Sericulture, Animal Husbandry, Dairy Development & Fisheries, Health & Family welfare, Social Welfare, BC Welfare, Tribal Welfare, Disabled Welfare, Minority Welfare, Collegiate Education etc.) **b)** Boards (AP Paramedical Board/Board of Intermediate Education), **c)** Affiliating Authorities/Universities (Acharya N.G.

Ranga Agriculture University, Acharya Nagarjuna University, Andhra University, Dr. N.T.R. Health University, JNTU Kakinada, JNTU Ananthapur, Krishna University, Dr.B.R. Ambedkar University, Rayalaseema University, Sri Padmavathi Mahila University, Sri Venkateswara University, Sri Venkateswara Vedic University, Sri Venkateswara Veterinary University, Yogi Vemana University, Vikram Simhapuri University, Adikavi Nannaya University, Dr. Y.S.R. Horticulture University, Sri Krishna Devaraya University, Dravidian University, Dr. Abdul Haq Urdu University, Damodaram Sanjeevaiah Law University and others) and e) the Andhra Pradesh State Council for Higher Education (APSCHE) have given their consent to onboard onto the Web portal from the academic year 2017-18 & have also conveyed consent for onboarding of all their Affiliated Educational Institutions/Colleges on the Web portal.

7. The Hon'ble Chief Minister has unveiled the logo and launched the website of the Smart Web portal christened as “**JnanaBhumi**” (land of knowledge) [www.jnanabhumi.ap.gov.in] on 31st May, 2017 at Vijayawada and in continuation of the orders issued in the reference 1st cited, the following instructions are hereby issued regarding operationalization of JnanaBhumi Web portal (hereinafter referred as JnanaBhumi) from the academic year 2017-18:

A) SCOPE OF JnanaBhumi.

- 1) The implementation of JnanaBhumi, shall be mandatory, from the academic year 2017-18, for all Departments /Boards /Affiliating Authorities / Universities & APSCHE and their affiliated educational institutions / colleges, (hereinafter referred as JnanaBhumi institutions) desirous of availing the Post Matric Scholarship scheme of the Government of Andhra Pradesh.
- 2) JnanaBhumi institutions shall mandatorily implement the following JnanaBhumi modules: **a) Institution Module b) Affiliating Authority Module c) Welfare Department Module d) Student module**, as applicable (hereinafter referred to as “Core Modules”)
- 3) All the Departments /Boards/Affiliating Authorities / Universities & APSCHE can develop and deploy customised modules/services in JnanaBhumi (hereinafter referred as “Additional Modules/Services”) & which shall be mandatory for all their respective affiliated educational institutions/colleges and students to onboard/ implement.

B) CORE MODULES & SERVICES.

The following are the details of the Core Modules of JnanaBhumi and the services currently available in them:

- 1) Institution Module (IM):** 1.1) College Registration 1.2) Student Admission, 1.3) Student Attendance, 1.4) Student Academics 1.5) Section Creation
- 2) Affiliating Authorities Module (AAM):** 2.1) Confirmation of College Registration 2.2) Masters of Colleges, Courses and College & Course Mapping 2.3) Population of Course Fee structure
- 3) Welfare Department Module (WDM):** 3.1) Student Scholarship, 3.2) Reports and Analytics
- 4) Student Module (SM):** 4.1) Confirmation of Scholarship Details 4.2) Document Locker 4.3) Attendance & Academic information

C) INTEGRATION OF EDUCATION & SCHOLARSHIP SERVICES:

JnanaBhumi is a smart portal www.jnanabhumi.ap.gov.in for integrated delivery of services relating to Education and Scholarships. This portal integrates the workflow in the educational institutions with the scholarship lifecycle to create synergies and create value addition to the educational institutions and students as detailed below:

1. The workflow in the JnanaBhumi & the processing of the Post-Matric scholarship is integrated with the admission of the students into the educational institutions.

2. The system of online registration earlier prescribed in the APePASS web portal stands dispensed from the academic year 2017-18 onwards. The student need not apply online for availing Post-Matric Scholarships but shall submit JnanaBhumi Scholarship Application Form(J-SAF), a physical form available free of cost at the College Admission in-charge office, at the time of submitting the admission form for the College. The J-SAF can also be downloaded at www.jnanabhumi.ap.gov.in . Basing on the details submitted by the student in J-SAF the educational institutions shall process the claim. The detailed instructions and details of J-SAF are enclosed in the Annexure.
3. The Post-Matric Scholarships claims, belonging to the periods prior to the academic year 2017-18, will continue to be processed in the APePASS portal.
4. The Principal of the concerned JnanaBhumi institution shall be the owner of the Institution Module and its services.
5. The Principal shall compulsorily enter in JnanaBhumi, the details of all Fresh and Renewal applications pertaining to the year 2017-18, irrespective of whether they are applying for Post-Matric Scholarships or not.
6. The Principal shall simultaneously process, as per the prescribed workflow, the details of the students who have applied for Post-Matric Scholarships in J-SAF and forward the same electronically to the Welfare Departments.
7. The Welfare Departments shall process and sanction the scholarship claims as per the eligibility of the applicants.

D) ATTENDANCE AND ACADEMICS

1. The Daily Biometric Attendance process, as defined in Para 5(III)(b) of G.O. Ms. No.103, SW(Edn.2) Department, dated 24-10-16 shall be implemented as per the date notified by each Affiliating Authority. Pending the implementation of the Daily Biometric Attendance capture, the affiliating authorities shall ensure that the educational institutions capture the daily attendance of the students by implementing the Daily Manual Attendance module of JnanaBhumi.
2. The attendance, so recorded, shall be used for payment of the monthly Maintenance Fee(MTF) of the students, as per the procedure prescribed at Para 5 (VI)(c), from the date notified for this purpose.
3. All the concerned educational institutions shall upload the Academic Performance record of the students in the Student Academics service of the Institution Module immediately after the declaration of the results of the Semester/ End of Year examinations, as applicable to the course.
4. Compliance by JnanaBhumi institutions
 - a. The concerned affiliating authorities shall be responsible for ensuring the implementation of the process changes/amendments made in this order & specifically for notifying the dates for the implementation of the Daily Biometric Attendance Capture, etc. entrusted to them.
 - b. All the concerned affiliating authorities shall ensure that all the details for the processing of the Post-Matric Scholarship claims in JnanaBhumi shall be entered & processed by the concerned Educational Institution within a reasonable timeframe, in any case not later than (15) working days from the date of admission of the student.
 - c. In case of established willful delay/non-compliance with Para (D)(4.a) or (4.b) above, by an affiliated educational institution/college, the concerned affiliating authority may suo-moto or on the basis of the report of the concerned District Collector or District/Regional Level Officer may recommend to the Commissioner, Social Welfare (Nodal Officer for Post Matric Scholarships) for the debarring of the institution from participating in the Post- Matric Scholarships Scheme.

E) DIGITAL SIGNATURE.

1. The usage of Digital Signature Key(DSK) shall be compulsory for all concerned stakeholders, including educational institutions, wherever mandated by the workflow.
2. The DSK already being utilized for submitting documents to the EPFO by the JnanaBhumi institutions or the DSK utilized in eOffice software of NIC can be used for the purpose of JnanaBhumi.
3. The digitally signed documents shall be accepted by all the concerned stakeholder departments, including the Treasury Department.

F) MANDATORY COMPLIANCES & RESPONSIBILITIES OF STAKEHOLDERS

1	COMMON TO ALL JNANABHUMI INSTITUTIONS	TIMELINE
A	Attend all Trainings/Workshops/Meetings organized by Social Welfare Departments with respect to JnanaBhumi.	Continuous
B	Ensure provisioning of requisite number of desktops/laptops/ printers/ scanners/Biometric devices with internet connectivity of required bandwidth in their office/campus for JnanaBhumi.	On or Before 16 th June
C	Deploy adequate resources trained on JnanaBhumi at their office/campus.	On or Before 16 th June
D	Issue Public Notification to students highlighting the changes in the process, documents and timelines brought in through this Order.	On or Before 16 th June
E	<i>The instructions issued in GO 103,SW(Edn.2)Department, dated 24-10-2016, which do not stand modified by the present order shall continue to be in force/operation. All process definitions as defined in the said G.O. shall continue to be operational.</i>	
2	ALL AFFILIATING AUTHORITIES & THEIR AFFILIATED EDUCATIONAL INSTITUTIONS/COLLEGES	TIMELINE
A	All Affiliating Authorities shall issue Notifications to their respective affiliated educational institutions/colleges to adhere to the common instructions, roles and responsibilities and timelines contained in this GO, if they are desirous of availing the Post-Matric Scholarship Scheme of the Government of Andhra Pradesh.	On or Before 16 th June
B	All affiliating authorities & their affiliated institutions shall mandatorily comply with the Periodic Audit Framework of JnanaBhumi.	As and when Notified by Social Welfare Department
C	Affiliating Authority shall ensure CET Convenors share the CET Admission data including the Master tables through a web service (or) data dump with the JnanaBhumi webportal	On or before start of Academic Calendar
D	Digital Signature Key of the Principals should be registered in the Institution Module. Digital Signature key of the University Registrar should be registered in the Affiliating Authority Module.	19 th June
E	Affiliating Authorities shall follow the process of designating the Maker, Checker and Approver of the eDocuments to be approved in the workflow relating to the services in the Affiliating Authority Module	19 th June
F	Affiliating authorities should enter the Master data of Course Fee, Colleges, Courses and All Courses of College mapping.	22 nd June
G	Affiliating authorities should approve the affiliated educational institution/college registrations entered by the respective Principals in their Institution module.	30 th June
H	Reimbursement of Tuition Fees(RTF) for Q4/ 2016-17 will be released to the Educational Institutions/Colleges that complete the submission of 2016-17 Academic Results of the students, as stipulated at Para 5(VII)(B) of the G.O.Ms.No. 103,SW (Edn.2) Department,dated 24-10-2016 & after successful completion of the JnanaBhumi onboarding process.	On or before 30 th June

3	ENABLING DEPARTMENTS/SERVICE PROVIDERS	
A	The Treasury & Accounts Department shall make necessary arrangements for the acceptance of Digitally signed Post-Matric Scholarship Bills and supporting documents	-
B	APCFSS shall undertake security measures for preventing intrusion & malware and take up periodic security audits of the JnanaBhumi ecosystem. Additional Modules/Services will be taken up by APCFSS, up on mutually agreeable rates.	Continuous
C	The cost of development and maintenance of the JnanaBhumi Core Modules & their corresponding services mentioned in Section B shall be borne by the Department of Social Welfare Department.	
D	The cost of development and maintenance of the bespoke JnanaBhumi Additional Modules & services mentioned in Section B shall be borne by the concerned Departments as mutually agreed with APCFSS.	-
E	JnanaBhumi trainings shall be provided to the users by the Social Welfare Department as per a defined schedule & also as and when requested by the user Departments/Institutions.	Continuous
F	The requisite JnanaBhumi User Manuals, as updated from time to time, shall be made available on the JnanaBhumi website by the Social Welfare Department.	Continuous

G. ROLES & RESPONSIBILITIES

1) STUDENT - ROLES & RESPONSIBILITIES

1 A) APPLYING FOR SCHOLARSHIP

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	<p>All New Admissions Students should bring the following document identification numbers/ Documents/IDs while applying for Post-Matric Scholarships along with their filled in J-SAF (JnanaBhumi Scholarship Application Form):</p> <ol style="list-style-type: none"> 1 White Ration Card number 2 MeeSeva Income Certificate number (for Non – white ration card holders) 3 MeeSeva Caste Certificate number 4 Aadhaar number 5 *Copy of 1st Page of Bank Passbook containing Account No. and Name 6 Mobile number 7 Email ID <p>*(Important: Ensure that the Bank Account is AADHAR linked/seeded)</p>	On/Before Date of Admission
E ₁	<p>All New Admission Students should submit the JnanaBhumi Scholarship Application Form(J-SAF) (enclosed in Annexure) at the concerned College Admission incharge office in the respective college and retain the student copy of the same application. J-SAF is a physical form available at the concerned College Admission incharge office in the respective College.</p> <p>The educational institutions shall ensure that the filled in applications are filed properly and available at all times in the office of the admissions incharge of the institution.</p> <p>* (NOTE: Student Mobile Number and Email ID registered at the time of admission in the scholarship application shall be used for all communication and authentication. Hence this mobile number service has to be continued by the Student.)</p>	On/Before Date of Admission

E ₂	Students should submit the final list of scholarship related documents/document identification numbers/IDs as mentioned in E ₀ .	Within (7) working days of Student Date of Admission
E ₃	All New Admission Students shall login to the Student Module post the submission of Scholarship documents & check, update/confirm their personal, academic and scholarship details in their login.	Within (7) working days of Date of Admission
E ₄	All New Admission Students Post confirmation/update of scholarship related details in the respective Student Module and all the Renewal Students shall be summoned in convenient batches by the college administration for Biometric authentication for submitting the online scholarship information and application.	Within (15) days of Date of Admission
E ₅	At the E ₄ stage, the Renewal students can make a onetime request to the college admission / college scholarship incharge for modification of their Mobile number, Email ID and Bank Account Number and these details shall be updated by the college admission / scholarship incharge. The student shall receive a One Time Password (OTP) as an SMS to the latest mobile number in the system at the time of E ₅ and this should be shared with the college admission / scholarship incharge. This OTP received and the students' biometric shall be used to submit the student scholarship application.	Within (15) days of Date of Admission

1 B) STUDENTS NOT APPLYING FOR SCHOLARSHIP

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	All New Admissions students and 2 nd year & above students shall bring their AADHAR number, mobile number, Email ID along with the documents as mentioned by their colleges in their instructions of college application for new students.	On/Before Date of Admission
E ₁	The New Admission students should confirm their disinclination to avail the scholarship by submitting the JnanaBhumi - Scholarship Application Form(J-SAF) with the respective documents/document numbers prescribed in the form. (Annexure) The educational institutions shall ensure that the filled in applications are filed properly and available at all times in the office of the admissions incharge of the institution.	On/Before Date of Admission

2) ALL EDUCATIONAL INSTITUTIONS/COLLEGES – ROLES & RESPONSIBILITIES

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	Issue Public Notifications to students highlighting the changes in process, documents & timelines mentioned in this order & inform the Social Welfare Department	On or Before 16 th June
E ₁	Attend all Trainings/Workshops/Meetings organized by Social Welfare Department on JnanaBhumi.	Continuous

E2	Shall ensure CET Convenors share the CET Admission data including the Master tables through a web service (or) data dump with the JnanaBhumi webportal.	On or before start of Academic Calendar
E3	Ensure provisioning of requisite number of desktops/laptops/ printers/ scanners/Biometric devices with internet connectivity of required bandwidth in their office/campus for JnanaBhumi.	On or Before 16 th June
E4	Deploy adequate resources trained on JnanaBhumi at their office/campus.	On or Before 16 th June
E5	Provide J-SAF(JnanaBhumi - Scholarship Application Form in Annexure) at the time of admission, free of cost to the students at their admission incharge's office. The educational institutions shall ensure that the filled in applications are filed properly and available at all times in the office of the admissions incharge of the institution.	On or Before 16 th June
E6	Register the Digital Signature Key of the Principal of the education institution/college on the JnanaBhumi as a first time setup activity.	On or Before 19 th June
E7	Deploy Biometric device for capturing Student Attendance, if not already deployed. Specifications shall be as prescribed by UIDAI.	As per date given by the respective Affiliating Authority
E8	Define Master data in JnanaBhumi	(Service will be made available)
E9	Complete Student Admission on JnanaBhumi for all Students	As per academic calendar or admission date or reopening date
E10	All Renewal Scholarship students details need to be confirmed on JnanaBhumi.	On or Before As per academic calendar or admission date or reopening date
E11	Distribute JnanaBhumi - Scholarship Application Form to all new admission students	Before admission date or reopening date
E12	Collect the completed JnanaBhumi - Scholarship Application Form from new admission students & Give back student copy	Within 7 days of Admission Date
E13	Enter the Scholarship applications in to the Scholarship module of each Fresh student and submit.	Within 7 days of Admission Date
E14	Complete biometric authentication of all students availing Scholarships (in convenient batches) Fresh and Renewal students –Digitally Signed list of students needs to be submitted.	Within 7 days of Admission Date
E15	Daily Attendance needs to be updated on JnanaBhumi portal	Daily
E16	Student Academic performance details to be updated on JnanaBhumi by end of every semester or academic year as per the course to avail RTF release	End of semester /Academic Year as per the course calendar
E17	Update in any changes in Principal and College communication details on JnanaBhumi portal	Within 5 working days from the change
E18	Procure new Digital Signature Key & Update Digital Signature Key on change of Principal on JnanaBhumi portal	Within 5 working days from the change

3) ALL AFFILIATING AUTHORITIES – ROLES & RESPONSIBILITIES

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	Issue Public Notifications to students highlighting the changes in process, documents & timelines mentioned in this order & inform the Social Welfare Department	On or Before 16 th June
E ₁	Attend all Trainings/Workshops/Meetings organized by Social Welfare Department on JnanaBhumi.	Continuous Process
E ₂	Complete registration of Digital Signature Key. And authorize the Digital Signature Keys of all Principals of affiliated educational institutions/colleges.	On or Before 22 nd June
E ₃	Complete the data entry in the Master Data of Colleges, Courses, College to Course Mappings and Course Fee.	On or Before 22 nd June
E ₄	Complete the confirmation of College Registration data	On or Before 30 th June
E ₅	Enter the Fee Structure for all Courses of all Colleges (Government, Aided, Unaided, University)	On or Before 30 th June
E ₆	Ensure update of Master Data of Colleges, Courses, College to Course Mappings and Course Fee as and when there is a change	Within (5) Working Days of the change
E ₇	Ensure all the Affiliated Educational Institutions / Colleges adhere to the timelines as mentioned in the current Order while delivering their responsibilities (College Registration, Student Admission, Student Attendance, Student Academics)	Continuous Process
E ₈	Ensure all the Affiliated Educational Institutions / Colleges move to Biometric attendance as per the date notified and informed to the Social Welfare Department.	On or Before the Date Notified and shared with the Social Welfare Department

4) WELFARE DEPARTMENTS – ROLES & RESPONSIBILITIES

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	District Welfare Officer shall sanction, release the Scholarship Claims, generate the Bill and submit to District Treasury via Digital Signature Key. (No Physical Copies shall be submitted to Treasury)	As per prescribed timelines.
E ₁	Physical verification of at least (5)% random sample of documents related to scholarships against details entered in the JnanaBhumi	Quarterly

5) BANKS REGISTERED UNDER THE POST-MATRIC SCHOLARSHIPS SCHEME – ROLES & RESPONSIBILITIES

EVENT SNO	RESPONSIBILITY	TIMELINE
E ₀	Shall open Basic Savings Bank Deposit Account (RBI/2012-13/164) to the students availing Scholarships. All students shall be provided facility of ATM card or ATM-cum-Debit Card & other facilities as per RBI Notification - RBI/2012-13/164	Within 30 days of Admission date
E ₁	Banks shall ensure & facilitate AADHAR linkage/Seeding to all student bank accounts.	Within 30 days of Admission date

6) TREASURY & ACCOUNTS DEPARTMENT – ROLES & RESPONSIBILITIES

EVENT S.NO	RESPONSIBILITY	TIMELINE
E ₀	District Treasury Officer shall honour and pass the Digitally signed scholarship bills and documents received from the login of Welfare DD/JD.	As per prescribed time cycle defined by the Finance Department.
E ₁	District Treasury Officer will not insist for submission of Hard Copies of the Digitally signed Post-Matric Scholarship bills & documents received from login of Welfare DD/JD	-

8. INSTITUTIONAL ARRANGEMENTS: Considering the extensive scope, coverage and complexity in bringing about the convergence of the Education & the Post-Matric Scholarship system onto a single platform viz. JnanaBhumi, the Government have decided to constitute the following Committees with immediate effect:

A) STATE LEVEL COMMITTEE

Principal Secretary Social Welfare – Nodal Secretary
Principal Secretary Higher Education – Member
Principal Secretary Finance - Member
Principal Secretary Tribal Welfare - Member
Principal Secretary BC Welfare - Member
Principal Secretary Minorities Welfare - Member
Principal Secretary School Education - Member
Principal Secretary Agriculture & Cooperation - Member
Principal Secretary Animal Husbandry Dairy Development and Fisheries - Member
Principal Secretary Horticulture & Sericulture - Member
Principal Secretary Labour Employment & Training - Member
Principal Secretary Health and Family Welfare - Member
Principal Secretary Welfare of Differently Abled & Senior Citizens – Member
Secretary APSCHE - Member
Secretary Board of Intermediate Education - Member
Commissioner Intermediate Education - Member
Commissioner Collegiate Education - Member
Commissioner Technical Education - Member
Convener, SLBC– Member
Director of Social Welfare – Convener
(This Committee shall meet every quarter. The periodicity may vary based upon the need.)

B) DISTRICT LEVEL COMMITTEE

District Collector – Chairman
DD BC Welfare – Member
DMWO - Member
DD Tribal Welfare - Member
AD Disabled Welfare – Me
RJD, Collegiate Education - Member
RIO – Member
DVEO- Member
DEO – Member
Registrar of concerned University – Member
LDM – Member
DD/JD Social Welfare – Member Convener

(This committee shall meet monthly. The periodicity may vary on need basis.)

C) **APCFSS:** The CEO, APCFSS is requested to make the necessary arrangements for the smooth functioning of the JnanaBhumi web portal.

9. GO LIVE: The JnanaBhumi Web portal will Go-Live with effect from 9th June, 2017.

10. The Spl.Chief Secretaries/Principal Secretaries/Secretaries & HODs of Higher Education, Technical Education, School Education, Labour, Employment & Training, Medical Education, Agriculture & Cooperation, Horticulture & Sericulture, Animal Husbandry, Dairy Development & Fisheries, Health & Family welfare, Social Welfare, BC Welfare, Tribal Welfare, Disabled Welfare, Minority Welfare, Collegiate Education, AP Paramedical Board, Board of Intermediate Education, APNMC, APSCHE, SLBC Convener and all Affiliating Authorities are requested to take necessary action accordingly.

11. Copy of this order is available on internet and can be accessed at address <http://www.ap.gov.in/goir>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**S. S. RAWAT
PRINCIPAL SECRETARY TO GOVERNMENT.**

To

The Principal Secretary to Government, Higher Education, A.P., Amaravati.
 The Principal Secretary to Government, Medical Education, A.P., Amaravati.
 The Principal Secretary to Government, Health & Family Welfare, A.P., Amaravati
 The Principal Secretary to Government, School Education, A.P., Amaravati.
 The Principal Secretary to Government, Agriculture and Cooperation
 The Special Chief Secretary to Government, Animal Husbandry, Dairy Development and Fisheries, A.P., Amaravati.
 The Principal Secretary to Government, Labour Employment and Training, A.P., Amaravati.
 The Principal Secretary to Government, IT&C, A.P., Amaravati
 The Secretary to Government, Finance, A.P., Amaravati
 The Principal Secretary to Government, BC Welfare, A.P., Amaravati
 The Principal Secretary to Government, Tribal Welfare, A.P., Amaravati
 The Principal Secretary to Government, Minority Welfare, A.P., Amaravati
 The Principal Secretary to Government, Women & Child, Disabled and Senior Citizen Welfare, A.P., Amaravati
 The Ex-Officio Secretary, Horticulture and Sericulture, A.P., Amaravati
 The Director of Social Welfare, A.P., Amaravati.
 The Director Treasury, A.P., Ibrahimpatnam.
 The Commissioner of Tribal Welfare, A.P., Amaravati.
 The Commissioner of B.C. Welfare, A.P., Amaravati.
 The Director, Welfare of Disabled and Senior Citizens, A.P., Amaravati.
 The Commissioner of Minority Welfare, A.P., Amaravati.
 The Commissioner of Collegiate Education, AP, Amaravati.
 The Commissioner of Technical Education, A.P., Hyderabad.
 The Director of Medical Education, A.P., Hyderabad.
 The Commissioner of Employment & Training, A.P., Hyderabad
 The Commissioner of Intermediate Education, A.P., Hyderabad.
 The Commissioner of School Education, A.P., Hyderabad.
 The Chairman, APSCHE
 The Secretary, APSCHE
 The Vice-Chairman, APSCHE
 The CEO, APCFSS, AP, Ibrahimpatnam
 SLBC Convener, AP
 The Secretary, SBTET
 The Secretary, AP Paramedical Board
 The Secretary, APNMC
 All the Vice Chancellors of Universities concerned.
 All the District Collectors in the State.
 All the Registrars of Universities in the State.
 All the Deputy Directors of Social Welfare through Commissioner (SW)
 All the District Tribal Welfare Officers through Commissioner (TW)
 All the District B.C. Welfare Officers through Commissioner (BCW)
 All the District Minority Welfare Officers through Commissioner (MW)

All the RJDs, Collegiate Education
All the RIOs, Intermediate Education
All the DVEOs, Intermediate Education,
All the DEOs of the districts
All the LDMs of the districts

Copy to:-

P.S. to Principal Secretary to C.M.

P.S. to M (SW) / M (TW) / M (BCW) / M (MW) / M (DW) / M (Higher Edn.) / M (School Edn.) / M (Technical Edn.) // M (PR) / M (Agriculture) / M (Animal Husbandry) / M (Labour and Employment) / M (Health).

Sc/Sf.

//FORWARDED:: BY ORDER//

SECTION OFFICER

ANNEXURE TO G.O.Ms.No.45, Social Welfare (Edn.2) Dept., Dated:09-06-2017

JnanaBhumi Scholarship Application Form (JSAF)

COLLEGE NAME: _____

COURSE NAME : _____

Student Name	First Name	Last Name	Student Name	First Name	Last Name
SSC ID & Year (YYYY)			SSC ID & Year (YYYY)		
College Admission Form No			College Admission Form No		
PHC	<input type="checkbox"/> Yes	<input type="checkbox"/> No	PHC	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Caste	<input type="checkbox"/> SC	<input type="checkbox"/> ST	Caste	<input type="checkbox"/> SC	<input type="checkbox"/> ST
	<input type="checkbox"/> EBC	<input type="checkbox"/> MW		<input type="checkbox"/> EBC	<input type="checkbox"/> MW
I would like to apply for scholarship <input type="checkbox"/> Yes <input type="checkbox"/> No			I would like to apply for scholarship <input type="checkbox"/> Yes <input type="checkbox"/> No		
IF No, THEN REASON FOR NOT AVAILING SCHOLARSHIP <input type="checkbox"/> Higher income <input type="checkbox"/> Intermediate Student belonging to EBC <input type="checkbox"/> Already Availed Scholarship in a same level Course <input type="checkbox"/> Readmission in the same course <input type="checkbox"/> Not a Convener Quota Student <input type="checkbox"/> Others Remarks/Comments to Supplement Others:			IF No, THEN REASON FOR NOT AVAILING SCHOLARSHIP <input type="checkbox"/> Higher income <input type="checkbox"/> Intermediate Student belonging to EBC <input type="checkbox"/> Already Availed Scholarship in a same level Course <input type="checkbox"/> Readmission in the same course <input type="checkbox"/> Not a Convener Quota Student <input type="checkbox"/> Others Remarks/Comments to Supplement Others:		
IF YES FILL THE FOLLOWING DETAILS			IF YES FILL THE FOLLOWING DETAILS		
Bank Account Number			Bank Account Number		
Account Holder Name			Account Holder Name		
Bank Name			Bank Name		
IFSC Code			IFSC Code		
Bank Branch Name			Bank Branch Name		
Mee Seva Caste Certificate Number			Mee Seva Caste Certificate Number		
White Ration Card Number/Mee Seva Income Certificate Number			White Ration Card Number/ Mee Seva Income Certificate Number		
Mobile Number			Mobile Number		
Email ID			Email ID		
Aadhar Number			Aadhar Number		
Student Signature & Date			Student Signature & Date		
Admission In charge Signature & Stamp & Date			Admission In charge Signature & Stamp & Date		
Student Copy			College Copy		

INSTRUCTIONS

- 1 This form is FREE. No charge shall be levied on the student for this application form
- 2 MEE SEVA CASTE CERTIFICATE has permanent validity.
- 3 MEE SEVA INCOME CERTIFICATE is valid for four years from the date of issue.
- 4 Call PEOPLE FIRST HELPLINE 1100 for any information/register grievances w.e.f. 21st June 2017.
- 5 Submit this form to the admission in charge, within (7) days of the date of admission, in order to be eligible for RTF & MTF
- 6 Fill the various identity numbers required in the application form or bring the original.
- 7 Bring 1st page copy of student bank passbook containing the student 'account number and account holder name'
- 8 Mobile number Registered on this form will be used for all Post Matric Scholarship transactions & for all communication purposes and for OTP authentication using this mobile number.
- 9 Students' cannot change their Registered mobile number
- 10 Email id of student Registered on this form will be used for all Post Matric Scholarship transactions along with mobile number for all communication purposes and for OTP authentication.
- 11 Students' cannot change their Registered email id
- 12 Student shall retain the duly student copy of this application form, duly signed and stamped by the admission in charge.
- 13 Student can approach the Bank and avail the facility of zero balance of account or create a new Aadhar linked no-frills bank account before submitting the application form
- 14 Student can collect Rupay cards for their respective bank accounts & in case of any difficulty the issue can be raised to the Deputy Director, Social Welfare.
- 15 After the submission of JnanaBhumi Scholarship Application form, the student will receive their userid and password on the mobile number and email id mentioned in the scholarship application form.
- 16 Student needs to confirm/update their Post-matric Scholarship related details in the JnanaBhumi portal and submit it back to college principal.
- 17 Student will need to complete biometric authentication for their Post-Matric Scholarships within 15 days of the date of admission.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Social Welfare Department - Streamlining of the registration, verification, sanction & disbursement of Post Matric Scholarships (PMS) to the students of SC/ ST/ BC/ EBC/Minorities/Differently Abled categories & to the Colleges - Amendments to the existing procedure - Orders - Issued

SOCIAL WELFARE (SW.EDN.2) DEPARTMENT

G.O.Ms.No.103

Dated:24-10-2016.
Read the following: -

- 1.G.O.Ms.No.143,Social Welfare(Edn.2) Department, dated 15.07.2008.
- 2.G.O.Ms.No.66, Social Welfare (Edn.2) Department, dated 08.09.2010.
- 3.G.O.Ms.No.60, Social Welfare (Edn.2) Department, dated 27.09.2011.
- 4.G.O.Ms.No.30, Social Welfare (Edn.2) Department, dated 31.08.2012.
- 5.G.O.Ms.No.40, Social Welfare (Edn.2) Department, dated 08.12.2012.
- 6.G.O.Ms.No.72, Social Welfare (Edn.2) Department, dated 18.10.2014.
- 7.Govt. Memo.No.3637/SW.Edn.2/2010, dt.17-12-2015.
- 8.Govt. Memo.No.73818/SW.Edn.2/2015, dt.12-02-2016.
- 9.C.No.3347/UE/A1/2016 of the Higher Education(U.E.) Department
- 10.From the Director,Social Welfare, AP LetterNo.D3/2197/2016, dt.18.07.2016.
- 11.From the Director of Social Welfare, AP Lr.No.D1/2197/2016, dt:11-08-2016

ORDER:

Government of Andhra Pradesh is sanctioning Post Matric Scholarships, every year, to all eligible students belonging to the Scheduled Castes (SC), Scheduled Tribes (ST), Backward Classes (BC), Economically Backward Class (EBC), Minorities and Differently Abled categories on a saturation basis. To ensure proper sanction of the Post- Matric Scholarships, Government have issued comprehensive guidelines vide reference 2nd read above, and the scholarships are being sanctioned and disbursed as per the guidelines stipulated therein. Subsequently, vide the reference 3rd read above orders have been issued enhancing the income ceiling and the rates of Maintenance Fees, vide the reference 4th read above, orders have been issued delinking the Scholarship Policy from the fee fixation done by the Higher Education Department and vide the reference 5th read above, orders have been issued enhancing the Maintenance Fees in respect of the Department Attached Hostels.

2. Consequent to the bifurcation of the State, vide the reference 6th read above, the policy governing the implementation of the Post-Matric Scholarships scheme in respect of the students belonging to the SC/ST/BC/EBC/ Minorities & Differently Abled categories in the State of Andhra Pradesh has been enunciated and vide the reference 7th read above instructions have been issued for the processing and payment of the Post-Matric Scholarship claims, in both the Andhra Pradesh and Telangana States, basing upon the local status of the students, as determined by the provisions contained in the Presidential Order.

3. Government have also issued several instructions / guidelines, from time to time, regarding various aspects of the implementation of the Post-Matric Scholarships scheme and which are in force.

4. The Director of Social Welfare, vide the reference 10th read above, has stated that the students, educational institutions & the stakeholder Departments relating to the implementation of the Post-Matric Scholarships scheme have informed that there is a need to further streamline the process of the registration, verification, sanction & disbursement of the Post Matric Scholarships (PMS) scheme by simplifying the key processes, incorporating recording of the attendance & academic performance of the students to enable evaluation of the quality of academic delivery in the participating educational institutions, enhance the adoption of latest advancements made in Information Technology in the APePASS workflow for reducing redundancy & making the Post-Matric Scholarships ecosystem resilient, secure, seamless and paperless.

(PTO)

5. Government, after careful examination of the proposal of the Director of Social Welfare and in partial modification of the instructions / guidelines issued earlier, hereby ordered the implementation of the following amendments in the processes relating to the registration, verification, sanction & disbursement of Post Matric Scholarships (PMS) to the students belonging to the SC/ ST/ BC/ EBC/ Minorities/ Differently Abled categories & to the Colleges, in order to improve the quality of academic delivery in the participating educational institutions and in order to provide predictable & hassle-free services to all the stakeholders.

(I) CONFIRMATION OF COLLEGE REGISTRATION

a) From the academic year 2017-18, the confirmation of the College Registration, shall be made in the College Registration-cum-Fee Structure module of APePASS by the respective affiliating authorities as detailed hereunder:

Sl. No.	Name of the Course	Affiliation authority	Department
1	Intermediate Courses. (Regular and Vocational)	Secretary, Board of Intermediate Education	School Education
2	D.Ed.	Director, School Education	
3	H.P.T.		
4	T.P.T.		
5	ITI Courses.	Commissioner, Employment & Training	Labour, Employment & Training
6	Polytechnic courses. Dip (Pharmacy)	Secretary, State Board of Technical Education	Higher Education & Technical Education
7	B.Ed. & M.Ed.	Registrars of concerned Universities	
8	B.Tech., M.Tech.,	Registrars of concerned Universities	
9	B.Pharmacy, M.Pharmacy, Pharma -D	Registrars of concerned Universities	
10	M.B.A. & M.C.A.	Registrars of concerned Universities	
11	Degree Courses(BA, B.Com, B.Sc etc.)	Registrars of concerned Universities	
12	P.G. Courses.(M.A, M.Com, M.Sc etc.)		
13	L.LB (3 Years), L.LB (5 years) L.LM	Registrars of Universities concerned	
14	B.Sc. (Agriculture), B.Tech (Agri. Engg.), Diploma (Agri. Engg.)	Registrar, ANG Ranga Agriculture University	
15	B.Sc. (Horticulture), Diploma (Horticulture)	Registrar, YSR Horticulture University	Horticulture & Sericulture
16	B.V.Sc & M.V.Sc B.F.Sc & M.F.Sc B.Tech, M.Tech in DairyTech. Dip. (Animal Husbandry)	Registrar of S.V Veterinary University	Animal Husbandry, Dairy Development and Fisheries

Sl. No.	Name of the Course.	Affiliation authority	Department
17	a) MBBS / BDS / BAMS / BHMS / BUMS / (Medical courses) etc.,	Registrar, N.T.R. Health University	Health & Family Welfare
	b) B.Sc. Nursing.		
	c) B.P.T.		
	d) B.Sc., M.L.T.		
18	MPHW (F)	AP Nursing & Midwifery Council	
19	GNM	Director of Medical Education	
20	Para Medical Courses, like DMLT, DMIT, DBBT (Anesthesia), etc.	Secretary, A.P. Para Medical Board	

(For all other category of courses not covered above, the confirmation shall be done by the respective affiliating authorities.)

- b) Before confirming the college registration, the affiliating authorities shall confirm compliance to the standards stipulated by the concerned regulatory bodies viz. AICTE, MCI, etc., regarding the provisions of qualified Faculty and Infrastructure (Class Room, Laboratory, Library, Play Grounds, etc.), etc. as per the norms stipulated by the concerned regulatory authority for the grant of recognition, by the concerned educational institution.
- c) The affiliating authorities shall be responsible for the validation of the data pertaining to the affiliation, intake, courses, & the other details of each educational institution before making the confirmation.
- d) In respect of Aided, Government, University Colleges, the affiliating authorities shall specifically mention the course type as either Regular or Self Finance.
- e) The details shall be populated, by the affiliating authorities, in the College Registration-cum-Fee Structure module of APePASS from the updated databases maintained by them or by entering the details after verifying and crosschecking the data furnished by the educational institutions.
- f) After completing the above procedure, each educational institution shall be confirmed online in the APePASS by the affiliating authorities.
- g) The confirmation of the educational institutions, in the APePASS, shall commence not later than from the 1st of June & shall be completed by the 31st of June, of every year.
- h) The Post-Matric Scholarships (PMS) scheme shall be extended only to such educational institutions and such courses, which are confirmed by the concerned affiliating authorities

(II) REGISTRATION OF STUDENTS

- a) If a student has availed any type of Post Matric Scholarship, in the state of Andhra Pradesh, in the academic year 2014-15 i.e. post the bifurcation of the State or subsequently, he/she will be treated as a renewal student for all the subsequent years and his/her data previously registered in the APePASS, such as Name, Caste, Income, Aadhaar, Bank Account details, etc. will be automatically retrieved & populated in the online Student Registration module.
- b) Edit facility will be given for updating any changes in the data fields, with defined protocol & safeguards.

(PTO)

- c) Uploading of documents shall be dispensed with.
- d) This will eliminate redundancy and make the system hassle-free for a large majority of the students.
- e) All the remaining students shall register as fresh students and shall submit the details required in the Student Registration module of APePASS and upload the documents as sought.
- f) The submission of the Aadhaar number of the student & the Ration Card number of the family of the student shall be mandatory for both Fresh and Renewal student registration. However, the provision will be made with adequate safeguards/validation checks for accepting Meeseva Income Certificate in respect of cases where it is confirmed that name of the applicant/father/mother is not available the Ration Card or no Ration Card is issued to the applicant family.
- g) Submission of a Meeseva Income Certificate is exempted for White Ration Card Holders where the name of the student and his father and mother is available in the white ration card, for registration (Fresh & Renewal) of students.
- h) In respect of Fresh Registration, the following documents only shall be required to be uploaded during the registration of the student:
 - i. Photograph of the student, if not displayed by the Aadhaar web service.
 - ii. Scanned copy of the student's Aadhaar.
 - iii. First page of the Savings Bank Account of the student opened in any nationalized Bank / Grameena Banks only.
 - iv. Study Certificates for a period of (7) years ante to the present course.
- i) In respect of Renewal Registration, the following documents only shall be required to be uploaded during the registration of the student:
 - (a) Income declaration, for other than white cardholders, post the completion of the (4) years validity period of Meeseva Income Certificate.
- j) The registration & confirmation of both the Fresh and Renewal students shall commence w.e.f. 1st June of every year.

(III) ATTENDANCE RECORD OF STUDENTS

To ensure regular attendance of the students in the educational institutions, leading to improved academic performance, the educational institutions shall ensure that the attendance of the students is recorded as per the methodology, detailed as hereunder:

(a) Monthly Attendance Capture:

- i. Till the Biometric based Daily attendance capture system is implemented, all the educational institutions shall register the monthly attendance of each student, in the newly created Attendance Module in APePASS, through their login in APePASS.
- ii. The monthly attendance of each student has to be marked by /on the last working of every month.
- iii. The monthly attendance capture shall be made in the month of November, 2016 for the period starting from the commencement of the academic year 2016-17 and up to the month of October.

(b) Daily Biometric Attendance Capture:

- i. Biometric viz. Fingerprint & Iris based attendance module/app shall be developed and deployed in the APePASS server by 1st December 2016 enabling the capture of daily attendance of the enrolled students.

(Contd..P..5.)

- ii. All the educational institutions shall procure Fingerprint based biometric capture devices at the minimum scale of 1 per 100 Students and Iris based biometric capture devices at the minimum scale of 1 per 250 students.
- iii. The technical specification of the Biometric capture devices shall be notified separately.
- iv. From the date to be notified separately by each affiliating authority, the daily Biometric Attendance capture shall be made mandatory and the data utilized for calculating MTF disbursal.

(IV) ACADEMIC APPRAISAL RECORD OF STUDENTS

- a) In order to analyze the trends in the academic performance of the students studying in various courses & the standard of the academic delivery in the participating educational institutions, the academic results of the students shall be uploaded, by the concerned educational institutions, in the Academic Appraisal module of APePASS, within (2) weeks of the declaration of the results.
- b) The Academic Appraisal module shall be deployed in the APePASS by 15th November 2016.
- c) All the concerned educational institutions shall upload the results of the students, for the academic year 2015-16, by 30th November 2016.

(V) DIGITAL SIGNATURE

- a) To derisk and enhance the security posture of the APePASS system & for digitizing the workflow, it shall be mandatory for all the officials utilizing the APePASS to procure and utilize Class 2 digital signatures.
- b) Usage of Class 2 digital signatures shall be mandatory for the following:
 - i. Welfare Departments: All Deputy Directors, Accounts Officers & staff dealing with Scholarships.
 - ii. Educational Institutions: Principals & staff dealing with Scholarships.
 - iii. Affiliating authorities: All affiliating authorities & staff dealing with Scholarships.

(VI) MAINTENANCE CHARGES (MTF):

- a) Vide the reference 8th read above, instructions were issued that the Maintenance Charges (MTF) shall be paid on a monthly basis.
- b) However, the methodology for regulating the same has not been stipulated.
- c) Therefore, the following procedure shall be followed:
 - i. Maintenance Charges (MTF) shall be paid on a monthly basis; subject to the student maintaining (75) % aggregate attendance i.e. the student should have attended the educational institution for a minimum of (75) % of the working days in order to obtain release of the monthly MTF.
 - ii. In case, for any reason whatsoever, the student fails the educational institution for (75) % of the working days, then the MTF for the corresponding month shall be withheld.
 - iii. The MTF for the withheld month shall be released to the student, in the succeeding months as and when his aggregate attendance reaches (75)%.
 - iv. The educational institutions shall be responsible for ensuring that the monthly attendance of all the students is entered on the last working day of every month in the Monthly Attendance Capture module and for ensuring the deployment and usage of the Biometric devices in the Daily Biometric Capture module.

(PTO)

- v. Delay in implementing/uploading the attendance data in either the Monthly Attendance Capture module or the Daily Biometric Capture module will result in the institution being recommended by the affiliating authority for being debarred from participating in the Post-Matric Scholarships Scheme.

ILLUSTRATION OF CALCULATING MONTHLY ATTENDANCE FOR MTF RELEASE:

- i. If a student has (75) % attendance in the months of June, July, August & below (75) % attendance in September, the student shall be released MTF for June, July, August months and also for the month of September, if the aggregate of attendance is more or equal to (75) %.
- ii. In case, if in the above-mentioned instance, the aggregate attendance is below (75) %, the student shall not be released MTF for the month of September.
- iii. and if the said student attains more or equal to (75) % attendance for the period from June-October, then the student shall be released MTF for the withheld month of September, as also the month of October in October.
- iv. This logic shall equally apply to all months in the entire academic year.

(VII) DISBURSAL OF TUITION FEE REIMBURSEMENT (RTF)

- A. The disbursal of Tuition Fee (RTF) to the educational institutions shall be made on a quarterly basis i.e., in (4) installments.
- B. The 4th/last installment of the RTF will be released after the completion of the uploading of the result of the students in the Academic Appraisal module of APePASS
- C. Delay/non-uploading the Academic Appraisal data in the APePASS will result in the institution being recommended by the affiliating authority for being debarred from participating in the Post-Matric Scholarships Scheme.

(VIII) DISPENSING OF SUBMISSION OF HARD COPIES:

A. By the Colleges:

- i. Usage of Class 2 Digital signatures by the educational institutions shall made mandatory from the date to be notified separately.
- ii. The submission of hard copies to concerned District Welfare Officers by the educational institutions shall be dispensed from such notified date.
- iii. Thereafter, the data will be digitally signed & transmitted electronically by the educational institution to the concerned Welfare Departments.
- iv. However, a hard copy of the record of every student shall be printed, indexed and maintained in safe custody by the educational institution for verification by the District Welfare Officers at any point of time & for production before Audit.

B. By the Welfare Departments:

- i. Usage of Class 2 Digital signatures by the Deputy Directors of the Welfare Departments shall be made mandatory from the date to be notified separately.
- ii. Submission of Bill Form & Annexures to the District Treasury will be dispensed with from the date the digital signature system is notified.
- iii. The documents shall be digitally signed and transmitted to the District Treasury.
- iv. The District Treasury will process the digitally signed bills of the officers of the Welfare Departments.

(Contd..P..7.)

(IX) COMPLIANCE BY EDUCATIONAL INSTITUTIONS

- a) The concerned affiliating authorities shall be responsible for ensuring the implementation of amendments proposed in this order & specifically for notifying the dates for the implementation of the Daily Biometric Attendance Capture, uploading of the annual Academic Appraisal Records of the students & implementation of the Digital Signatures by the concerned educational institutions.
- b) All the concerned affiliating authorities shall also be responsible for ensuring that all the applications for Fresh/Renewal Scholarships are processed by the concerned Educational Institution within a reasonable timeframe, in any case not later than (15) working days from the date of receipt of Fresh/Renewal applications.
- c) In case of established willful delay/non compliance with (IX)(a) or (b) above, by an educational institution, the affiliating authority may suo-moto or on the basis of the report of the concerned District Collector or District/Regional Level Officer may recommend to the Commissioner, Social Welfare (Nodal Officer for Post Matric Scholarships) for the debarring of the institution from participating in the Post-Matric Scholarships Scheme.

(X) APePASS Version 2.0 & IT RELATED MATTERS

a) APePASS Version 2.0:

- i. The CGG shall design, develop and deploy in consultation with the PMU, the APePASS Version 2.0 software duly incorporating all the changes mentioned in this order, as per the timelines stipulated.
- ii. The APePASS Version 2.0 shall also provide enhanced mobile/tab configured app based services providing key metrics & alerts to the all the key stakeholders, email based notifications to the users, etc.
- iii. The CGG shall deploy predictive business intelligence and analytics for generating the trend patterns on key parameters.

b) Dash Boards at various levels:

For ensuring transparency and for effective monitoring of the Post-Matric Scholarships scheme, on a real time basis, the CCG shall develop:

- i. Real-time information flow to the Chief Minister Office Real Time Executive Dashboard (CORE) at <http://core.ap.gov.in>, with beneficiary level granularity & maintain a (3) star rating on a consistent basis.
- ii. Real time customized Dash Boards at various levels viz. all Ministers, Principal Secretaries, Commissioners, Deputy Director (Scholarships) / JD/DD in the districts /Colleges Principals concerned/etc.

c) Strengthening of IT infrastructure in the Welfare Departments & Competent Authorities:

- i. All the concerned Welfare Departments & affiliating authorities shall implement periodic hardware & software upgrades of the existing IT infrastructure in the Head Office & field units.
- ii. They shall also adopt necessary security measures for preventing intrusion & malware and take up periodic security audits.
- iii. All the Welfare Departments shall deploy Class 2 Digital Signatures as mentioned in this order.
- iv. All the concerned Welfare Departments and affiliating authorities shall take the necessary steps to deploy competent and trained IT Staff/ IT Agencies for implementation of APePASS.
- v. All the concerned Welfare Departments and affiliating authorities shall take necessary action for the regular training at periodic intervals of the staff concerned with the implementation of APePASS.

(PTO)

d) Strengthening of IT Infrastructure by CGG:

- i. The CGG shall ensure that server level services are provided to APePASS at the optimal level, provide adequate bandwidth for access to the APePASS server, harden the security architecture to ensure the integrity and security of the APePASS software & take up periodic third party based Security Audits.
- ii. The CGG shall enable Class 2 digital signature based workflow in APePASS from the date to be notified separately.

e) Project Management Unit (PMU):

For the operationalisation of the ePASS a PMU consisting of three Deputy Directors was sanctioned vide G.O.Ms.No.66, SW(Edn.2) Dept., dt:08-09-2010. The Nodal Department along with the other stakeholder Welfare Departments shall take necessary steps to strengthen the PMU in consultation with the Finance Department, in order to implement the new changes and to make APePASS robust and responsive.

f) Integration of APePASS with PFMS portal of Government of India.

- (i) The Social Welfare, Tribal Welfare, B.C. Welfare, Minority Welfare and Women, Children, Differently Abled & Senior Citizen Departments and all the Affiliating Authorities shall take necessary action, in consultation with the Finance Department, for integration of the APePASS with the PFMS portal of Government of India as per the schedule communicated by the Government of India.
- (ii) The CGG shall take advance action for making the necessary modification in the APePASS software in consultation with the Technical Agency mandated by the Government of India for rollout of PFMS and with the Finance Department.

6. Except, the conditions/guidelines/instructions on sanction, verification disbursement & payment of Post Matric Scholarship specifically mentioned herein in this Government Order, all other conditions/guidelines/instructions issued earlier on the subject by the Government from time to time, will hold good.

7. The Special Chief Secretary/Principal Secretary/Secretary of the Social Welfare/Tribal Welfare/Backward Classes Welfare/Minorities Welfare/ Higher & Technical Education/School Education/ Agriculture and Cooperation/ Animal Husbandry Dairy Development and Fisheries/Horticulture and Sericulture/ Labour Employment and Training /Health and Family Welfare and the Commissioner of Social Welfare/Commissioner of Tribal Welfare/ Commissioner of Backward Classes Welfare/Commissioner of Minorities Welfare/ Commissioner of Welfare of Differently Abled and Senior Citizens/All affiliating Authorities are directed to take action accordingly.

8. The Project Manager, CGG is directed to make necessary changes in the APePASS software accordingly.

9. This order issues with the concurrence of Finance Department, vide their U.O.No.39027/38/2016, FMU-Welfare-I, dated:14-09-2016.

10. Copy of this order is available on Internet and can be accessed at address <http://www.ap.gov.in/goir>.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

S.S.RAWAT
SECRETARY TO GOVERNMENT

To
The Principal Secretary, Tribal Welfare
The Principal Secretary, Backward Classes Welfare
The Principal Secretary, Minorities Welfare
The Principal Secretary, Women & Child, Disabled and Senior Citizens Welfare.

(Contd..P..9.)

The Principal Secretary, Higher & Technical Education
The Principal Secretary, School Education
The Special Chief Secretary, Agriculture and Cooperation
The Special Chief Secretary, Animal Husbandry, Dairy Development and Fisheries
The Special Chief Secretary, Health and Family Welfare
The Principal Secretary, Labour Employment and Training
The Secretary, IT&C Department,
The ex-officio Secretary, Horticulture and Sericulture
The Commissioner of Social Welfare
The Commissioner of Tribal Welfare
The Commissioner of Backward Classes
The Commissioner, Minorities Welfare
The Commissioner, Welfare of Disabled and Senior Citizens
The Director of Treasuries and Accounts
The Pay and Accounts Officer
The Director, Center for Good Governance, A.P., Hyderabad.
All the District Collectors in the State.
All Deputy Directors of Social Welfare through Commissioner (SW)
All District Tribal Welfare Officers through Commission (TW)
All District B.C. Welfare Officers through Commissioner (BCW)
All District Minorities Welfare Officer through Commissioner(MW)
The Commissioner of Collegiate Education
The Commissioner of Technical Education
The Director of Medical Education
The Commissioner of Employment & Training
The Commissioner of Intermediate Education
The Commissioner of School Education
The Secretary, AP.State Council of Higher Education
The Deputy General Manager, State Bank of India, Hyderabad.
The Asst. General Manager, Syndicate Bank, Somajiguda, Hyderabad.
The Deputy General Manager, Indian Bank, Circle office, 4th floor, Liberty Plaza,
Himayatnagar, Hyderabad.
The General Manager, Marketing Deptt., Andhra Bank Head Office, Saifabad, Hyderabad.
The General Manager (Technical), Indian Bank, Circle Office, 4th floor, Liberty Plaza,
Himayatnagar, Hyderabad.

Copy to:-

The Vice Chairman, A.P. State Council of Higher Education, Hyderabad.
All Vice Chancellors of Universities in the State.
P.S. to Principal Secretary to C.M.
P.S. to M (SW) / M (TW) / M (BCW) / M (MW) / M (DW) / M (Higher Edn.) / M (School
Edn.)/M (Technical Edn.) /M (Medical Edn.) /M (PR)/M (Agriculture).
SC/SF.

//FORWARDED :: BY ORDER//

SECTION OFFICER