



GOVT. OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTORATE, HOOGHLY  
MINORITY CELL, JIBAN PAL'S GARDEN, HOOGHLY

Phone No. 033-26809840

Email- domahooghly@gmail.com

Memo No.. 495/ MC

Date. 21/09/2020

To

- 1) The Sub-Divisional Officers(All),Hooghly
- 2) The Block Development Officer(All),Hooghly
- 3) The District Inspector of Schools(Secondary),Hooghly
- 4) The District Inspector of Schools (Primary),Hooghly

**Sub:- Action points icw Aikyashree scholarship 2020-21**

Sir/Madam,

In connection with the virtual meeting by the MA&ME Department on 16-09-2020 and by the district MA&ME cell on 21-09-2020 with the Sub-Divisions/Blocks the following issues/points are to be taken at the earliest.

- a) Institution wise enrolment figure has been sent on 18-09-2020. Sub-Division/Block will daily monitor total application received both (Fresh & Renewal) and Total Minority Enrollment of Institution.
- b) Both Fresh and Renewal cases and Institution level verification is to be completed by **30<sup>th</sup> September 2020.**
- c) Institute can download eligible renewal list from their Institute Login 2019-20. Each and every institute will download the list and ensure that all renewal applications have been done. A flowchart regarding this is enclosed.
- d) If any applicant who has applied in 2019-20 and due to some reason his/her mobile no. is not available and unable to apply in 2020-21 then he/she can now change his/her mobile no. through institution login by the process enclosed.
- e) If any change of Nodal Teacher Name or Mobile no. is required then it is to be sent in the prescribed format to the district by 23rd September. No Change after that will be entertained.

f) Post-matric SVMCM, MCM scholarship verification to be done more carefully as most of the fake cases come from these cases only (specially from Colleges).

g) **Invalid bank account cases applicant can apply for fresh applications**

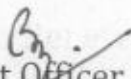
h) Many students have wrongly renewed their application in 2020-21 in the previous school. The student can withdraw his/her application and apply as fresh in New Institution. The process will be notified very shortly as soon as we receive information from the Department

i) A problem format has been shared on 18-09-2020 regarding problems faced by the students during online applications. The institution will fill the excel file and send the details with a forwarding letter to Sub-Division office/Block office the same is to come to District positively.

j) Arambagh, Serampore Sub-Division have not achieved Renewal applications the database of which we have sent to Sub-Division/Block on 26-08-2020. It is requested to complete all renewal applications within 2 days in camp mode.

k) Special camp may be arranged at SDO/BDO/CLRC offices dates should be intimated to us where applications and verifications will be done simultaneously and that should be completed by 30<sup>th</sup> September 2020. Needless to mention that all Covid-19 prevention norms like social distancing, wearing mask, hand washing etc. is to be practiced.

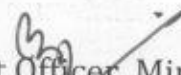
Yours faithfully,

  
District Officer, Minority Affairs  
Hooghly

Memo No. 495/4(2)/MC  
Copy forwarded for information to.

Date: 21/09/2020

- 1) DPO,SSM,Hooghly
- 2) The ADI(All), Hooghly
- 3) The AI(All), Hooghly
- 4) The Sub-Inspector of Schools, All CLRC, Hooghly
- 5) CA to the District Magistrate ,Hooghly
- 6) PA to the Additional District Magistrate(MA&ME),Hooghly
- 7) Office File.

  
District Officer, Minority Affairs  
Hooghly