

Important instructions to the Candidates:-

General Instructions:

- The financial benefit will be given to the candidate only once and for one examination only. Candidate who has taken/is taking residential coaching for composite preparation of Civil Service exam under Free Coaching and Allied Scheme of Ministry will not be eligible to get benefit this Scheme.

Before starting to fill up the on-line application, the candidate should keep at hand the following details/documents:-

- Personal details including valid email ID of candidates.
- Scanned photograph and scanned signature of candidates.
- Self Declaration of belonging to Minority Community i.e. Muslim, Christian, Sikh, Buddhist, Jain and Parsi. (As per **Format I** under Forms & Guidelines on the website) or Minority Community certificate issued by relevant authority.
- Certificate of Family Annual Income from all sources issued by Competent Authority of State/UT Government.
- Scanned documents of identity of candidate i.e. Aadhar Card/PAN Card/Driving License/Voter I.Card/Passport/Ration Card/BPL Card.
- Scanned copy of a cancelled Cheque of Bank Account or copy of Bank Passbook of the candidate reflecting clearly of Account Number and Banks IFSC Code.
- Scanned copy of an affidavit on Non-Judicial Paper of Rs. 5/10/20/- duly notarized to the effect that he/she is not availing/not availed financial assistance from any other source for the same purpose.
- Scanned copy of Admit Card of exam in which the candidate appeared.
- Scanned copy of proof of result highlighting the Roll No./Name of candidate.

How to apply:

- Candidates are required to apply through On-line mode only. Only online applications are accepted. Manual/paper applications will not be entertained in any circumstances. Applications sent through other modes will not be accepted/entertained and no communication will be made in this regard.

- Candidates should have a valid personal e-mail ID. It should be kept active during the entire process. Registration number, password, and all other important communication will be sent on the same registered e-mail ID (please ensure that email sent to this mailbox is not redirected to your junk / spam folder). The candidates are requested to check regularly their e-mail to be updated with any communication from Ministry. The candidate should not share e-mail ID or password with any other person.
- Candidates should take utmost care to submit the correct details while filling in the on-line application. Any mistake committed by the candidate shall be his/her sole responsibility.
- The candidates should ensure the completion of registration process by the stipulated date and time as per provision of Scheme.
- First, the candidate has to register with valid Email ID and fill up all the desired information i.e. Personal Details, uploading of Photograph, Signature, and necessary documents, then click on 'Save' button. A message will be displayed after successful registration. After registration system will generate registration number, ID and Password and the same will be send to candidate's registered Email ID.
- After registration, the candidate should login with ID and password and fill up all the desired information related to his/her Prelims exam and upload necessary documents. Then click on 'Submit' button. A message will be displayed after successful submission of application.
- Candidate may also take the print out of their application for their record.

Eligibility Criteria:-

- Candidate should not have availed the benefit of this scheme in past for clearing UPSC/SSC/State PSC and any other exam.
- Annual family income from all sources should not exceed from Rs. 8.00 lakh.
- He/She may be one of the Minority Communities (Muslim, Christian, Sikh, Buddhist, Jain and Pars) notified under Section 2 (C) of National Commission for Minorities Act, 1992.
- If found any wrong declaration by me, the financial assistance awarded to me may be recovered with penal interest and legal action in accordance with Law may be initiated, I authorize Ministry of Minority Affairs to cancel my application without any intimation.

Note:-

Please note that above information will be used during the entire applying process, no changes/modifications will be entertain under any circumstances. Please be careful while filling up the application.

