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6. The conditions for the UT Administration

- (i) Once an eligible Scheduled Tribe (ST) student joins a college/institution, his/her name should be immediately entered in a register along with a photograph by the college/institution authorities.
- (ii) A photocopy of this register should also be made available to the District Tribal Welfare Officer who is responsible for disbursement of the scholarships.
- (iii) The Ministry of Tribal Affairs has decided to release 50% of the amount disbursed in the previous year under the Post Matric Scholarship Scheme as first instalment (on-estimation basis) in the first quarter of the financial year itself.
- (iv) The UT Admn. will release this amount to the disbursing agencies in the UT within one month of release by the Government of India and a copy of the UT Admn. sanction should be endorsed to Ministry of Tribal Affairs without fail.
- (v) In order to distribute funds to everyone in a week fixed for every year, two "Scholarship distribution camps" should be organized in your Union Territory every year at predetermined time. These camps should simultaneously be organized in the entire UT at a fixed date and time every year. The District Tribal Welfare Officer or any other Officer with a different designation, who is in-charge of disbursement of scholarship, will ensure that the scholarships are disbursed by the schools/colleges/institutions in the first camp between 7-15 September as first instalment for five months.
- (vi) The disbursement should be done in the presence of a responsible faculty member (s) of the institution/college so nominated by the Principal and officer at the district level of the State nominated by the District Collector.
- (vii) Such district officers should certify in the register maintained by the Colleges/Institutions that the "entire disbursement process has taken place under the personal supervision to the genuine and eligible Scheduled Tribe Students only".
- (viii) The district officers should also compile the actual disbursements made in the previous year and submit the detailed proposal to the UT Admn. who will complete it further and submit the proposal to the Ministry of Tribal Affairs by November of the financial year. The institution and category-wise number of studies in each category should be indicated in a Performa. The district-wise and UT-wise total may accordingly be arrived at and proposal of the UT Admn. may be based on the same. The Ministry of Tribal Affairs will thereafter disburse the second instalment by December of the year.
- (ix) Just like the disbursement of the first instalment in September of the year, the second instalment to the students for the remaining five months of the year may be disbursed between March of this year on the same pattern as the disbursement of the first instalment and submit a report to the UT Admn. that the scholarships to the genuine and eligible students have been disbursed in their presence indicating category wise distribution of the scholarships as per the format.

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