Criterion 5 - Student Support and Progression

Policy Document of the HEI for award of Scholarship and Free-Ships

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) underJnanaBhumi 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 30thJune 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	20TH MAY
2	ACADEMIC CALENDAR ENTRY	Affiliating Authority	20TH MAY
3	FEE STRUCTURE ENTRY (GENERAL)	Affiliating Authority	30TH MAY
4	FEE STRUCTURE ENTRY (VARIABLE)	Affiliating Authority	10 DAYS AFTER G.O.
5	STUDENT REGISTRATION(RENEWAL)	College Principals	15TH 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	1ST (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	20TH MAY,2019
12	NOTIFYING DAILY BIOMETRIC ATTENDANCE DATE	Affiliating Authority	25TH MAY,2019
13	DEPLOYMENT OF IRIS DEVICES IN COLLEGES	College Principals	25TH MAY 2019
14	AUTOMATION OF EXAMINATION PROCESSES	Controller of Exams.	30TH 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	15TH MAY 2019
18	DISTRICT LEVEL WORKSHOP ON JNANABHUMI 2.0	D.D.s, SW	18TH 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
A B S T R A C T

Higher Education –Jagananna Vidya Deevena Scheme – Guidelines – Orders – Issued.

HIGHER EDUCATION (E.C) DEPARTMENT

G.O.Ms.No. 14.   Dated:23-03-2020
                                                                 Read:

        G.O.Ms.No.115, Social Welfare (Education) Department,
             Dated:30.11.2019.

O R D E R:-

       The Government of Andhra Pradesh is committed to transforming the quality of education, nutrition, health care services, etc., apart from making major investments for women empowerment, farmers' development, far reaching decentralized governance reform, etc., and overall economic development. In this direction, the Government has been implementing a range of major programs covering all sections of people across the State, which together are titled 'NAVARATNALU'.

2.   As an integral part of the Government's strong resolve to improve the Gross Enrolment Rate (GER), provide quality higher education, ensure continuation of students in the stream of higher education, and equip the students with skills essential for the Fourth Industrial Era, the Government has decided to launch a scheme titled 'Jagananna Vidya Deevena'. Under the scheme, Government will provide 'full-fee reimbursement' to eligible students who are native to the State of Andhra Pradesh, pursuing degree education in the State. The Government has already defined the date of applicability of the scheme, beneficiaries of the scheme, eligibility criteria in the Government Order (GO) read above.

3.   To ensure seamless and effective execution of 'Jagananna Vidya Deevena' Program, the Government hereby issues the following guidelines for registration and empanelment of Educational Institutions located in the State of Andhra Pradesh:

    a) **Empanelment of Institutions:** To participate in the Scheme, the Managements of Higher Educational Institutions established in the State of Andhra Pradesh shall apply for Empanelment of the Institution under the Scheme

(P.T.O)

b) To be eligible for coverage under 'Jagananna Vidya Deevena' Program, the Educational Institution is required to submit an application with the supporting documents to the Department of Higher Education in the format prescribed by the Government. Upon receipt of application for Empanelment, the Department of Higher Education would examine the application and Empanel the Applicant Institution for coverage under Jagananna Vidya Deevena Program, provided the institution fulfils the following requirements:

i. **Shall accept the Fee Structure notified by the Government,** which is based on the recommendations of Andhra Pradesh Higher Education Regulatory and Monitoring Commission.

ii. **Shall not charge any Capitation Fee or any Unauthorized Amount** under any other head or guise (i.e., donation etc.), either directly or indirectly, other than the fee notified by the Government, as collection of any unauthorized amounts would amount to capitation fee. The surplus (profit) generated from the collection of the Fee must be for the benefit of the institutions and cannot be diverted for other purposes or for personal gain.

iii. **Shall not Withhold the Certificates** of students eligible for Fee reimbursement under any circumstances.

iv. **Shall comply with guidelines** issued from time to time by their concerned Affiliating Authorities and Regulatory Authorities such as UGC, AICTE, PCI, APSCHE, etc.

v. **Shall Adopt Online Affiliation Module and Online Admission Module** to avoid data errors/missing data/delays that could adversely affect the system integrity in sharing admission data.

vi. **Shall Upload the Academic Performance Record** of each student in the Student Academic Service of the Institution immediately after declaration of results of Semester / End of Year examinations as applicable to the course and share the academic results data, on a real-time basis, by secure web service in prescribed format to the concerned affiliating authorities. The academic performance of the Institution /College which depends on the performance of the students in the semester / end of year examination will be the basis for being eligible for renewal of empanelment of the institution.

(vii) **Shall Implement Daily Aadhaar Enabled Biometric Attendance System** for all teaching and non-teaching staff (regular/contract/outsourcing) and for all students (admitted in the convener, management, NRI quota of seats and spot admissions, etc.), whether or not receiving the fee reimbursement, to avoid fragmented information on admissions and attendance relating to the students studying in the institutions. Not less than 75% of aggregate attendance of each student so recorded shall be used for the full fee reimbursement scheme. There shall be no provision for entering backlog attendance.

Viii) Shall follow Security / Data Privacy Protocols as issued by the Government from time to time to provide hassle-free services for all the stakeholders while making the education ecosystem resilient, secure, seamless and paperless to the extent possible.

c) The institutions are informed that the fixation of Fee structure by the Andhra Pradesh Higher Education Regulatory and Monitoring Commission will not by itself enable or permit the managements to run the relevant courses in their institutions unless the courses are recognized and permitted by the Government or concerned Regulatory/affiliating authority at any relevant time.

d) In case of any established willful delay / misrepresentation / non-compliance with any guidelines issued by the Government, the management of the institution including the person responsible are liable for penal consequences including debarment of the institution from participating in the fee reimbursement scheme. The concerned affiliating/regulatory authority may *Suo moto* after proper enquiry may recommend to the Government for taking necessary actions against the violations.

4.   For the purpose of enabling its students, subject to their income eligibility, to apply for Full Fee Reimbursement Scheme, every College or Institution, which is affiliated to State / Central University or recognized by State / Central Government recognized Board or its equivalent body, shall register itself by submitting an application (as in the format appended to this order) duly authorized by the appropriate signatory. However, Deemed-to-be Universities and Private Universities are not eligible for benefits under this

(P.T.O)

scheme. The students pursuing distance/correspondence courses and students admitted under management quota, NRI quota or spot admissions are not covered under the scheme.

5.   The Social Welfare Department will be the Nodal Department for execution of the scheme in close collaboration with the departments of Higher Education, Tribal Welfare, Backward Classes Welfare, Minority Welfare and the Department of Finance.

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

SATISH CHANDRA
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
The Secretary, A.P. Higher Education Regulatory and Monitoring Commission, Tadepalli
The Commissioner of Collegiate Education, A.P., Vijayawada
The Secretary, A.P. State Council for Higher Education, Mangalagiri
All the Registrars of the Universities in the State
Copy to:
The Principal Secretary to Government, Social Welfare Department
The Principal Secretary to Government, Tribal Social Welfare Department
The Principal Secretary to Government, B.C. Welfare Department
The Principal Secretary to Government, Minorities Welfare Department
The Principal Secretary to Government, Women, Child, Disabled and Senior Citizens Welfare Department.
The P.S. to Chief Secretary to Government
The P.S. to Addl.Secretary to Chief Minister
The OSD to Minister (Education)
The P.S. to Spl.Chief Secy.to Govt., Higher Education Dept.
SF/SCs.

/FORWARDED:: BY ORDER//

SECTION OFFICER

Application for Empanelment of Institution / College
under Jagananna Vidya Deevena (Full Fee Reimbursement Scheme)

- o Name of the Institution/College:
- o Year of Establishment:
- o Address:
- o Type of Management:
- o Details of Head of the Institution:
  - o Name:
  - o Designation:
  - o Email ID:
  - o Office Number:
  - o Cell Number:
- o Affiliating Authority:
- o Affiliation Type (Temporary/Permanent) :
- o Date of First Affiliation by the University:
- o Regulatory Authority:

I, _____, on behalf of the institution, hereby gives the undertaking that the institution accepts and abides by all the guidelines issued in the GO.Ms.No.14, Higher Education (EC) Department, dated:23.03.2020 and in case of any deviation from the guidelines issued by the competent authorities, the institution, including the person(s) responsible, will be liable for penal consequences for misusing fee reimbursement scheme, including debarment of the institution from participating in the fee reimbursement scheme.

AUTHORIZED SIGNATORY
(Signature, Name and Stamp)

SOCIAL WELFARE DEPARTMENT – New Scheme - "Jagananna Civil Services Prothsahakam" to provide financial assistance as cash incentive to the aspirants of socially, educationally and economically weaker/ backward sections of Andhra Pradesh, who are qualified in the Preliminary and Mains Civil Services Examination conducted by the Union Public Service Commission (UPSC), for an amount of Rs.1.00 lakh and Rs.50,000/- respectively for the number of attempts permitted by the UPSC– Orders –Issued..

SOCIAL WELFARE (EDU.II) DEPARTMENT

G.O.Ms.No.58

Dated:12.10.2023.
Read:

From the Director of Social Welfare, AP., Tadepalli, e-file No.SOW02-11025026/2/2023-G SEC-COSW(Computer No. 2136603), dt.09.08.2023

O R D E R:-

The Government of Andhra Pradesh is implementing several Welfare schemes to all eligible citizens irrespective of caste, creed, religions, region in a transparent manner at the door steps of the citizens under NAVARATNALU.

2. It is observed that every year around 40 aspirants from Andhra Pradesh get selection in the Civil Services Examination (CSE) conducted by UPSC. To have more number of selections from Andhra Pradesh in future, the Government is committed to support the aspirants from socially, educationally and economically weaker/backward sections.

3. Accordingly, the Government hereby approved to sanction the new scheme "Jagananna Civil Services Prothsahakam" to provide financial assistance as cash incentive to the aspirants of socially, educationally and economically weaker/ backward sections of Andhra Pradesh, who qualified in the Preliminary and Mains Civil Services Examination conducted by the Union Public Service Commission (UPSC), for an amount of Rs.1.00 lakh and Rs.50,000/- respectively for the number of attempts permitted by the UPSC, in order to increase the representation of Andhra Pradesh in the Civil Services.

4. The guidelines, mode of selection and the other details of the scheme are hereby appended as **Annexure**.

5. All the Heads of the Departments of Social Welfare, B.C. Welfare, Tribal Welfare, Minority Welfare, Differently Abled Welfare, are requested to take necessary action accordingly.

P.T.O.

6.   This order issues with the concurrence of the Finance Department vide their U.O Note No. FIN01-FMU0PC(WEL1)/35/2023, computer No. 2195136, dated: 08.09.2023.

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

Dr. K.S. JAWAHAR REDDY
CHIEF SECRETARY TO GOVERNMENT

To
The Special Chief Secretary/Principal Secretary/ Secretary to Government,
Tribal Welfare, B.C. Welfare, Minority Welfare, WCDA&SC.
The Director of Social Welfare, A.P., Amaravati.
The Director of Backward Classes Welfare, A.P., Amaravati.
The Director of Tribal Welfare, A.P., Amaravati.
The Commissioner, Minority Welfare, AP, Amaravathi
The Director of Differently abled, Transgenders & Senior Citizens Welfare, Amaravati.
The Principal Accountant General (Audit-I), A.P., Vijayawada.
The Director of Treasuries & Accounts, A.P., Mangalagiri, Guntur.
The Pay and Accounts Officer, AP, Mangalagiri, Guntur.
The Commissioner, Information & Public Relations Department, Vijayawada.
The CEO, APCFSS, Ibrahimpatnam.

Copy to:

All the District Collectors in the State.
All the District Unit Officers of Social Welfare, Tribal Welfare, B.C.Welfare, Minority Welfare, Differently Abled Welfare, through HODs.
All District Treasury Officers.
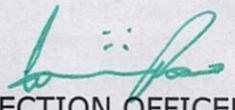The Finance (Expr. SW) Department.
The OSD to Chief Secretary to Govt., A.P. Secretariat.
The P.S. to Secretary to C.M.
The P.S. to M (SWE &TWE) /M(BCW) /M(MW)/ M (WCD & DW).
SF/Spare (2154304).

//FORWARDED::BY ORDER//

SECTION OFFICER

ANNEXURE

(Annexure to G.O.Ms.No.58 , Social Welfare (EDU.II) Department, Dated:12.10.2023)

1.   Benefit of the Scheme:

The applicants can avail benefits under the two categories:

i)   The candidates, who clears the preliminary examination of Civil Services Examination, will be provided with a cash incentive of Rs.1.00 lakh, which will be utilized by aspirants to adequately equip themselves to compete for Mains examination.

ii)   The candidates, who clears the mains examination of Civil Services Examination, will be provided with cash incentive of Rs.50,000/-, which will be utilized by aspirants to adequately equip themselves to compete for the Personality test.

1.1.   Financial support shall be used for coaching, study material, interview guidance and other expenses related to the preparation.

2. Eligibility criteria:

i)   Applicant must be a permanent resident/native of Andhra Pradesh belonging to socially, educationally and economically weaker/ backward sections.

ii)   Candidate must have qualified for the UPSC Civil Services Preliminary or Mains examination.

iii)   Submission of proof of qualifying UPSC Civil Services Preliminary or Mains examination is mandatory to avail the benefits of the scheme.

iv)   The cash incentive under the scheme can be availed by the candidate, irrespective of the number of attempts, for clearing the Preliminary and Mains examination.

v)   The annual family income of the applicant shall not exceed Rs.8 lakhs per annum. The Applicant shall declare the following:

   a) Self declaration of family income
   b) Salary Certificates of the employee in the Household
   c) Latest Tax Assessment (if applicable)

vi)   The data shall be verified by the Tahsildar before certifying the annual income of the family duly satisfying the following conditions:

a. The total land holding of the family to be less than 10.00 acres of wet or 25 acres of dry or 25 acres of wet and dry land together.

b. A family which owns no property or less than 1500 sft of built up area (residential or commercial) in urban areas is not eligible.

c. No member of the family should be a regular Government employee/ pensioner (all sanitary workers irrespective of their salary/recruitment, are eligible)

d. No member of the family should own a four-wheeler (Taxies /Tractors / Autos are exempted)

vii) Domicile certificate issued by the competent authority should be submitted by the applicants. In case of caste, the details regarding the caste of the applicant shall be submitted at the time of online application.

3. Application Process:

i. Eligible candidates shall apply online through the portal of the Department of Social Welfare along with all requisite documents. Applications received after the prescribed date and time will be considered invalid. No application will be accepted by any other means and such applications will be summarily rejected. The list of documents to be submitted are as follows:

   a. Self attested copy of photo
   b. Signature-scanned copy
   c. Admit card of the UPSC examination/ Roll number slip
   d. Self declaration of family Income
   e. Domicile certificate
   f. Photo copy of Aadhaar Card

ii. Aadhar has to be linked to candidate's bank account as per NPCI portal.

iii. All the information submitted online by the applicants should be entered correctly. The responsibility of any kind of error in online application will be on the applicant.

iv. In case the benefit of the scheme has been obtained by the candidate by giving false information, he/she is liable for legal action.

4. Conditions for providing financial assistance to the Candidates.

i. The cash incentive under the scheme can be availed by the candidate, for the number of attempts permitted by the UPSC for the Civil Service Examination.(CSE)

ii. The cash incentive shall be credited to the Aadhar linked bank account of the candidate in a single installment.

5.   Mode of Payment:

Payment will be made through Direct Benefit Transfer (DBT) mode through Aadhaar based payment system.

**6.   Procedure for Selection of the Candidates:**

Applications received from the applicants will be scrutinized /evaluated by the Commissioner/ Director/ Managing Director of the concerned welfare department/ Corporation, as the case may be, and the final eligibility list shall be sent to the Head of the Nodal Department for consolidation and release of budget. The decision of the respective department in regard to the selection of candidates shall be final and no appeal would lie against any decision by the Committee in regard thereof, except as provided under law in force.

7.   Scheme Schedule:

S. No.	Actions	Duration
1	Press Note	Immediately on declaration of results by UPSC
2	Submission of online applications	Within 15 days of issue of press note of the Department
3	Screening/evaluation of Applications	Within 03 working days of filing of applications
4	Declaration of selections	Within 07 working days of closing of portal for online applications.

Dr. K.S. JAWAHAR REDDY
CHIEF SECRETARY TO GOVERNMENT

//FORWARDED::BY ORDER//
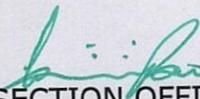
SECTION OFFICER

"Ye shall know the truth and the truth shall set you free".... St. John 8 : 32

Andhra Christian College, Guntur

(DAY, EVENING & P.G.)

Accredited with 'A' Grade by NAAC

Dr. K. Moses

M.Sc., M.Ed., Ph.D

PRINCIPAL

GUNTUR - 522 001
Andhra Pradesh
accollegeguntur@ymail.com
Cell : 9848183194
Office : 0863-2322046

Estd. 1885

Policy on Issuing of Free Ships by the College Management

This is to state that the following students are sanctioned Free-Ships by the Management to the Economically poor and deserved students of Andhra Christian College, irrespectively of caste, creed and religion to uplift the students to continue their studies and to stand on their own feet.

PRINCIPAL
ANDHRA CHRISTIAN COLLEGE
(Day, Evening & P.G)
GUNTUR