

**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.

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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 10<sup>th</sup> SLC meeting held on 02-05-19.
- 5) Letter No.D2/799/2019,dated:6-5-19 of Director of Social Welfare, A.P.

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**ORDER:**

In the reference 1<sup>st</sup> 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 2<sup>nd</sup> 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 3<sup>rd</sup> 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 20<sup>th</sup> 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 (1<sup>st</sup> instalment), for December (2<sup>nd</sup> Instalment) and for February (3<sup>rd</sup> instalment).

7.2.3 RTF (4<sup>th</sup>) 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 1<sup>st</sup> 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 1<sup>st</sup> Course, have to repay the MTF & RTF received for the 1<sup>st</sup> 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 1<sup>st</sup> Course, shall be deducted from the RTF amount to be paid for the 2<sup>nd</sup> Course.

**7.7.1.2 MTF:** The MTF amount will be released only for balance months of the 2<sup>nd</sup> 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 25<sup>th</sup> 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 25<sup>th</sup> 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 30<sup>th</sup> June 2019.

**7.11.1.3** The development, customization, deployment & support for OEM for the 1<sup>st</sup> 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 30<sup>th</sup> 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 20<sup>th</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 30<sup>th</sup> 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 12<sup>th</sup> 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 1<sup>st</sup> & 2<sup>nd</sup> 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 30<sup>th</sup> 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 10<sup>th</sup> 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 <sup>TH</sup> MAY
2	ACADEMIC CALENDAR ENTRY	Affiliating Authority	20 <sup>TH</sup> MAY
3	FEE STRUCTURE ENTRY (GENERAL)	Affiliating Authority	30 <sup>TH</sup> MAY
4	FEE STRUCTURE ENTRY (VARIABLE)	Affiliating Authority	10 DAYS AFTER G.O.
5	STUDENT REGISTRATION(RENEWAL)	College Principals	15 <sup>TH</sup> 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 <sup>ST</sup> (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 <sup>TH</sup> MAY,2019
12	NOTIFYING DAILY BIOMETRIC ATTENDANCE DATE	Affiliating Authority	25 <sup>TH</sup> MAY,2019
13	DEPLOYMENT OF IRIS DEVICES IN COLLEGES	College Principals	25 <sup>TH</sup> MAY 2019
14	AUTOMATION OF EXAMINATION PROCESSES	Controller of Exams.	30 <sup>TH</sup> 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 <sup>TH</sup> MAY 2019
18	DISTRICT LEVEL WORKSHOP ON JNANABHUMI 2.0	D.D.s, SW	18 <sup>TH</sup> 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.

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SOCIAL WELFARE (EDN.2) DEPARTMENT

**G.O.Ms.No.45**

**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

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**ORDER:**

In the reference 1<sup>st</sup> 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 Universtiy, 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](http://www.jnanabhumi.ap.gov.in)] on 31<sup>st</sup> May,2017 at Vijayawada and in continuation of the orders issued in the reference 1<sup>st</sup> 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](http://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](http://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**

<b>1</b>	<b>COMMON TO ALL JNANABHUMI INSTITUTIONS</b>	<b>TIMELINE</b>
<b>A</b>	Attend all Trainings/Workshops/Meetings organized by Social Welfare Departments with respect to JnanaBhumi.	Continuous
<b>B</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 <sup>th</sup> June
<b>C</b>	Deploy adequate resources trained on JnanaBhumi at their office/campus.	On or Before 16 <sup>th</sup> June
<b>D</b>	Issue Public Notification to students highlighting the changes in the process, documents and timelines brought in through this Order.	On or Before 16 <sup>th</sup> June
<b>E</b>	<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>	
<b>2</b>	<b>ALL AFFILIATING AUTHORITIES &amp; THEIR AFFILIATED EDUCATIONAL INSTITUTIONS/COLLEGES</b>	<b>TIMELINE</b>
<b>A</b>	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 <sup>th</sup> June
<b>B</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
<b>C</b>	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 web portal	On or before start of Academic Calendar
<b>D</b>	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 <sup>th</sup> June
<b>E</b>	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 <sup>th</sup> June
<b>F</b>	Affiliating authorities should enter the Master data of Course Fee, Colleges, Courses and All Courses of College mapping.	22 <sup>nd</sup> June
<b>G</b>	Affiliating authorities should approve the affiliated educational institution/college registrations entered by the respective Principals in their Institution module.	30 <sup>th</sup> June
<b>H</b>	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 on boarding process.	On or before 30 <sup>th</sup> 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 <sub>0</sub>	<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"> <li>1 White Ration Card number</li> <li>2 MeeSeva Income Certificate number (for Non – white ration card holders)</li> <li>3 MeeSeva Caste Certificate number</li> <li>4 Aadhaar number</li> <li>5 *Copy of 1<sup>st</sup> Page of Bank Passbook containing Account No. and Name</li> <li>6 Mobile number</li> <li>7 Email ID</li> </ol> <p><b>*(Important: Ensure that the Bank Account is AADHAR linked/seeded)</b></p>	On/Before Date of Admission
E <sub>1</sub>	<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><b>* (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.)</b></p>	On/Before Date of Admission

EVENT SNO	RESPONSIBILITY	TIMELINE
E <sub>2</sub>	Students should submit the final list of scholarship related documents/document identification numbers/IDs as mentioned in E <sub>0</sub> .	Within (7) working days of Student Date of Admission
E <sub>3</sub>	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 <sub>4</sub>	All New Admission Students Post confirmation/updation 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 <sub>5</sub>	At the E <sub>4</sub> 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 <sub>5</sub> 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 <sub>0</sub>	All New Admissions students and 2 <sup>nd</sup> 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 <sub>1</sub>	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 <sub>0</sub>	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 <sup>th</sup> June

EVENT SNO	RESPONSIBILITY	TIMELINE
E <sub>1</sub>	Attend all Trainings/Workshops/Meetings organized by Social Welfare Department on JnanaBhumi.	Continuous
E <sub>2</sub>	Shall ensure CET Convenors share the CET Admission data including the Master tables through a web service (or) data dump with the JnanaBhumi web portal.	On or before start of Academic Calendar
E <sub>3</sub>	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 <sup>th</sup> June
E <sub>4</sub>	Deploy adequate resources trained on JnanaBhumi at their office/campus.	On or Before 16 <sup>th</sup> June
E <sub>5</sub>	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 <sup>th</sup> June
E <sub>6</sub>	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 <sup>th</sup> June
E <sub>7</sub>	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
E <sub>8</sub>	Define Master data in JnanaBhumi	(Service will be made available)
E <sub>9</sub>	Complete Student Admission on JnanaBhumi for all Students	As per academic calendar or admission date or reopening date
E <sub>10</sub>	All Renewal Scholarship students details need to be confirmed on JnanaBhumi.	On or Before As per academic calendar or admission date or reopening date
E <sub>11</sub>	Distribute JnanaBhumi - Scholarship Application Form to all new admission students	Before admission date or reopening date
E <sub>12</sub>	Collect the completed JnanaBhumi - Scholarship Application Form from new admission students & Give back student copy	Within 7 days of Admission Date
E <sub>13</sub>	Enter the Scholarship applications in to the Scholarship module of each Fresh student and submit.	Within 7 days of Admission Date
E <sub>14</sub>	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
E <sub>15</sub>	Daily Attendance needs to be updated on JnanaBhumi portal	Daily
E <sub>16</sub>	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
E <sub>17</sub>	Update in any changes in Principal and College communication details on JnanaBhumi portal	Within 5 working days from the change
E <sub>18</sub>	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 <sub>0</sub>	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 <sup>th</sup> June
E <sub>1</sub>	Attend all Trainings/Workshops/Meetings organized by Social Welfare Department on JnanaBhumi.	Continuous Process
E <sub>2</sub>	Complete registration of Digital Signature Key. And authorize the Digital Signature Keys of all Principals of affiliated educational institutions/colleges.	On or Before 22 <sup>nd</sup> June
E <sub>3</sub>	Complete the data entry in the Master Data of Colleges, Courses, College to Course Mappings and Course Fee.	On or Before 22 <sup>nd</sup> June
E <sub>4</sub>	Complete the confirmation of College Registration data	On or Before 30 <sup>th</sup> June
E <sub>5</sub>	Enter the Fee Structure for all Courses of all Colleges (Government, Aided, Unaided, University)	On or Before 30 <sup>th</sup> June
E <sub>6</sub>	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 <sub>7</sub>	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 <sub>8</sub>	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 <sub>0</sub>	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 <sub>1</sub>	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 <sub>0</sub>	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 <sub>1</sub>	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 <sub>0</sub>	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 <sub>1</sub>	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 – Member  
 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 9<sup>th</sup> 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, Health, Medical & 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//

*T.V. Santhoshan*  
SECTION OFFICER

*b*

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
<b>I would like to apply for scholarship</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			<b>I would like to apply for scholarship</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>IF No, THEN REASON FOR NOT AVAILING SCHOLARSHIP</b> <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: _____			<b>IF No, THEN REASON FOR NOT AVAILING SCHOLARSHIP</b> <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: _____		
<b>IF YES FILL THE FOLLOWING DETAILS</b>			<b>IF YES FILL THE FOLLOWING DETAILS</b>		
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. 21<sup>st</sup> 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 1<sup>st</sup> 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 user id 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.

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**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.

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**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.

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**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 Abled & 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  
A B S T R A C T

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

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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)

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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, APSICHE, 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.

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(vii) **Shall Implement Daily Aadhaar Enabled Biometric Attendance System** for all teaching and non-teaching staff (regular/contract/outourcing) 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)

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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)**

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