



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
बहादुरशाह ज़फ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

F.No. 19-9/2018 (SA-III)

10th June, 2019

PUBLIC NOTICE

Subject: WORKSHOP/TRAINING PROGRAMME FOR USER INSTITUTIONS OF UGC-CANARA BANK SCHOLARSHIP PAYMENT PORTAL.

The UGC has been disbursing scholarship / fellowship under various schemes through online system developed by Canara Bank which is integrated with Public Financial Management System (PFMS) platform for payments through DBT mode. The payments to the awardees are generated automatically on the portal for all awardees linked by Universities/Institutions based on monthly confirmation of candidates by the concerned University/Institution on the designated web portal <https://scholarship.canarabank.in/>. It has been noticed that sometime awardees are not able to get their scholarship/fellowship due to lack of knowledge of operating the portal by their respective University/College/Institution.

Therefore, UGC has decided to hold training session/workshop for the user institutions at **Mata Sundri College for Women, New Delhi-110 002 from 17th June 2019 to 21st June 2019** as per the attached schedule.

The Regional Offices of UGC have approached Universities and Colleges under their jurisdiction for encouraging them to participate in the workshop. However, through this Public Notice, the Institutions, where students have desired to avail or are availing the benefits under various scholarship/fellowship schemes, are requested to participate in the training programme/workshop from 17th June 2019 to 21st June 2019 strictly as per the schedule.

In order to ensure that only the officials who are operating the portal or who are actually dealing with the scholarship schemes of UGC attend the workshop, it is mandatory for the participants to bring an authorization letter in the prescribed proforma from the head of their institution for attending the workshop. A proforma is attached below for this purpose.

(Prof. Rajnish Jain)
Secretary, UGC

University Grants Commission
Selection and Award Bureau
SA-III/IV Section

**Schedule of the training session/workshop at Mata Sundri College for Women,
Mata Sundri Lane, New Delhi-110002**

S.No.	Name of States	Date
1	West Region States: Gujarat, Goa, Dadar & Nagar Haveli, Daman and Diu, Maharashtra	17.06.2019
2	South Western Region States : Kerala, Karnataka and Lakshadweep Central Region States: Madhya Pradesh, Chhattisgarh and Rajasthan	18.06.2019
3	South Eastern Region States: Andhra Pradesh, Puducherry, Andman & Nicobar, Telangana and Tamil Nadu	19.06.2019
4	North East Region States: Assam, Meghalaya, Mizoram, Manipur, Tripura, Arunachal Pradesh, Nagaland Eastern Region States: West Bengal, Bihar, Jharkhand, Orissa and Sikkim	20.06.2019
5	North Region States: Jammu & Kashmir, Himachal Pradesh, Punjab, Chandigarh, Haryana, Uttar Pradesh, Uttrakhand and Delhi	21.06.2019

Authorisation Letter to be issued by the Registrar/Director/Principal on letter head of Institution

The Secretary
University Grants Commission
New Delhi-110 002

Sub: *Authority letter for attending the workshop/training programme at Delhi*

Sir,

I hereby authorise following official (s) of this Institution to attend workshop/training programme being conducted by UGC at Delhi on _____ at 10.00 AM regarding functions of Payment Portal, National Scholarship Portal and PFMS Portal in connection with disbursement of scholarship/fellowship to students/scholars through DBT mode:

1	Name of Official	
2	Designation/Post Held	
3	Identity Card No.	
4	Whether institution is active on Portal (Yes/No)	
5	Whether the official is active on the portal/familiar with the portal (Yes/No)	
6	Role of official on portal- Whether Maker or Checker	
7	Any other information	
8	Specimen signature of official	

Yours faithfully,

<Sign>

(_____ **Name of Registrar/Director/Principal** _____)

Designation: _____

Date _____

Seal/Stamp