# Subhadrabai Shikshan Nidhi Sanstha

Instructions to apply for students scholarship/loan or donation to organisations.

This User Guide or Readme, is a step by step guide of instructions for "how to apply for a students Scholarship or Loan". This document is also helpful in case you are approaching the Subhadrabai Shikshan Nidhi as School, vachanalay or anganwadi etc for financial help.

Steps to follow

1. Visit "Subhadrabai Shikshan Nidhi Sanstha" website to apply as a Student for scholarship or Loan scholarship in special courses, or as an Organisation (like Anganwadi , School , Institution , Vachanalaya etc) https://subhadrabaishikshannidhi.com/

2. In the Header Section, you will find the **"Apply"** button, click on that button and it will redirect you to the apply.subhadrabaishikshannidhi.com page.
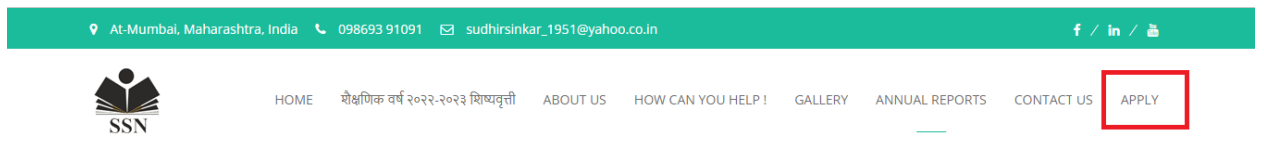
3. If you are a **"new user" or accessing the application for the first time,** you have to first register your account with unique mail id before you login to your account. Click on "Register Now" and it will redirect you to "Registration Page"

Sign-In

Email*

Enter your email address

Password*   Forgot password

Enter your password   👁

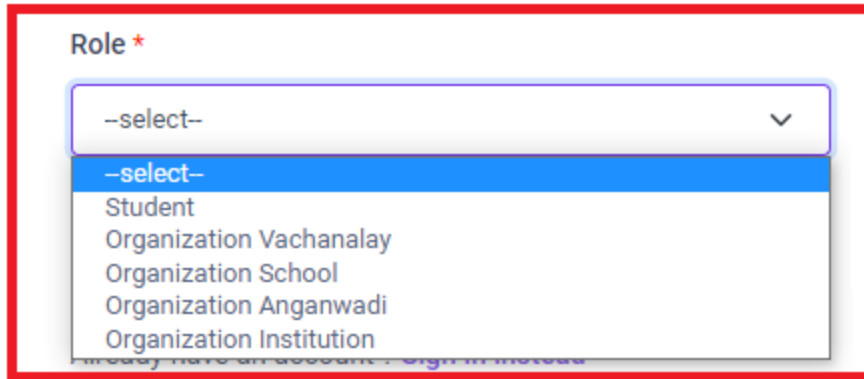**Log in**

New on our platform? Register Now

4. While registering, fill all the information asked on the page like **First Name, Last Name,User Name, mail id etc.** Please make a note that **email id is unique and can not be used by multiple students**. While entering the password, remember the following guidelines.
  4.1.   Minimum 8 characters are required
  4.2.   One special character is needed
  4.3.   A number is also needed.

5.   Please be careful in selecting your Role in the dropdown named Role.
  5.1.   If you are a student then you have to select **"Role = Student"**
  5.2.   If you belong to any organization, then you have to select accordingly from the below stated ones.
  5.3.   **"Role = Organization Vachanalaya , Organization Anganwadi, Organization School , Organization Institution"**

6. Click on the Register button, you will be taken to the login screen indicating that the registration is successful.

UserName*

Enter your username

Email *

Enter your email address

Password *

Enter password

Confirm Password*

Re-enter password

Mobile Number *

+91

Role *

--select--

Register

Already have an account ? Sign in instead

7. Login with your mail id and password now onwards.

8. After you login succesfully into the system, you will see your basic information. (i.e., first name, last name , email address, Mobile number, Role)

## Instructions specific to students.

9. In Application Form, there are two forms available to you namely Student Scholarship form and Student Loan Form. Normally you should select the Students Scholarship form but if you are doing courses like engineering, medical, nursing or any such course whose fees are higher than usual courses then you can opt for scholarship loan using Student Loan form. Please make a note that you can fill only one of these forms.
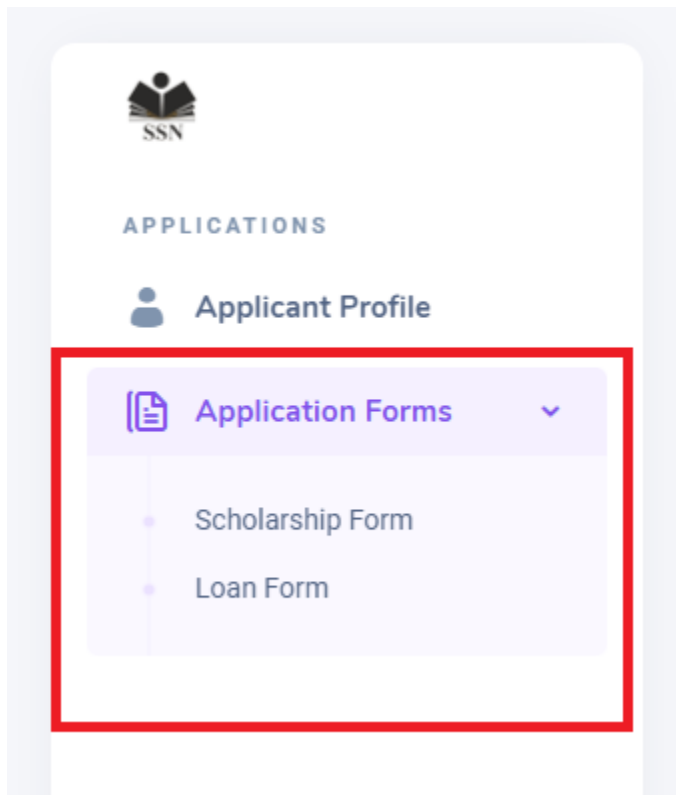
10. After you choose the correct applicable form for you, please fill all the required information. The fields that are marked with red asterisk or red star are compulsory fields and you will not be able to submit your application without filling all such compulsory fields. While doing so, you also have an option of **save** and **submit**.
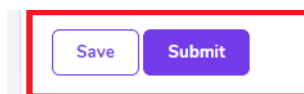
11. You can **save the form as many number of times as you want.** Once you are sure **that the complete data filled is proper, you can submit the application. Once an application is submitted, you'll not be able to change the data. The form will be non editable for you.**

Your form has Saved Successfully!
Visit Again to Submit it.

View your Application
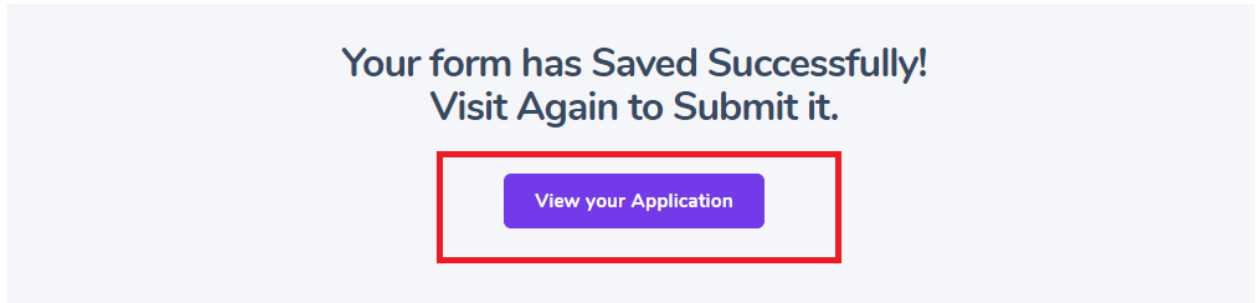
By clicking **"view your Application"** you can fill your half incomplete form. But this can be done only before you Submit the form.

12. After Submission of form, student can see there Applicant profile, by clicking on button **"View Applicant Profile"**

You have already submitted the
Scholarship Form.

View Applicant Profile
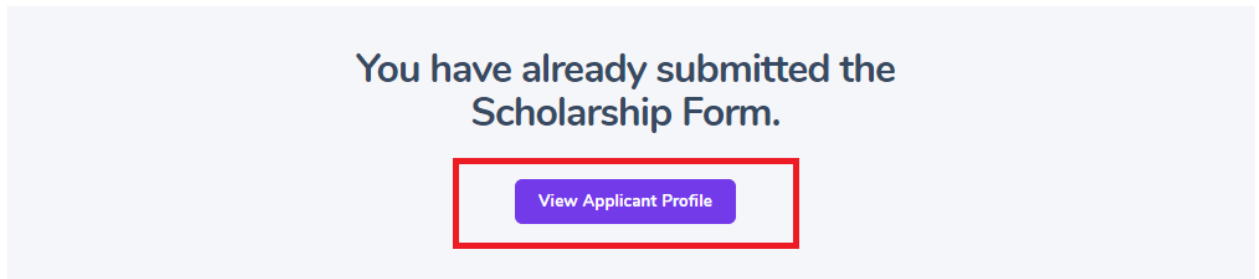
13. After clicking on **"View Applicant Profile",** you will see your form details that you have filled.

Student Scholarship Form

PERSONAL INFO

First Name *	Middle Name *	Last Name *
Selma	vaishnavi	javed

पहिले नाव *	मधले नाव *	आडनाव *
पहिले	मधले	आडनाव

| Mobile No *	Email *
+919096234326	javed02@gmail.com

ENTER CURRENT FULL ADDRESS

Activate Windows

Instructions specific to Organisation.

14. Depending on the role you have selected while registering as an Organization, you will see that particular form related to your organization after you login into the system. E.g. if the selected role is organization Vachanalay, you will see the form specific to Vachanalay OR if the selected role is organization School, you will see the form specific to School and so on.

SSN

APPLICATIONS

👤 Applicant Profile

📄 Application Forms ⌄

•   Vachanalay Form
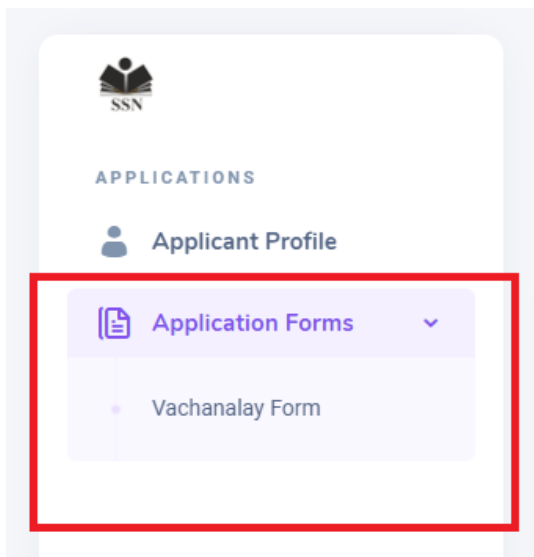
15. Please fill in all the required information. The fields that are marked with red asterisk or red star are compulsory fields and you will not be able to submit your application without filling all such compulsory fields. While doing so, at the end of the Organization form, you will see **"two buttons" one** is **SAVE** other is **SUBMIT.**
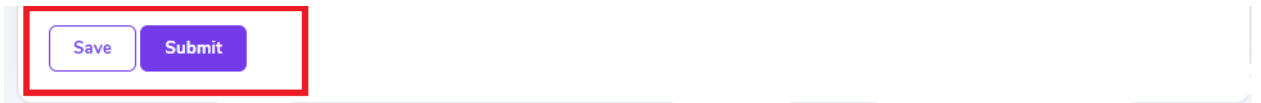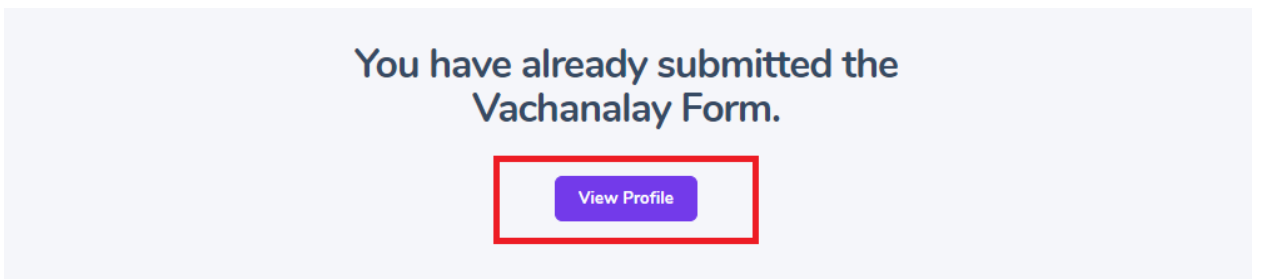

16. You can **save the form as many number of times as you want.** Once you are sure **that the complete data filled is proper, you can submit the application**. **Once submitted, you'll not be able to change the data.**
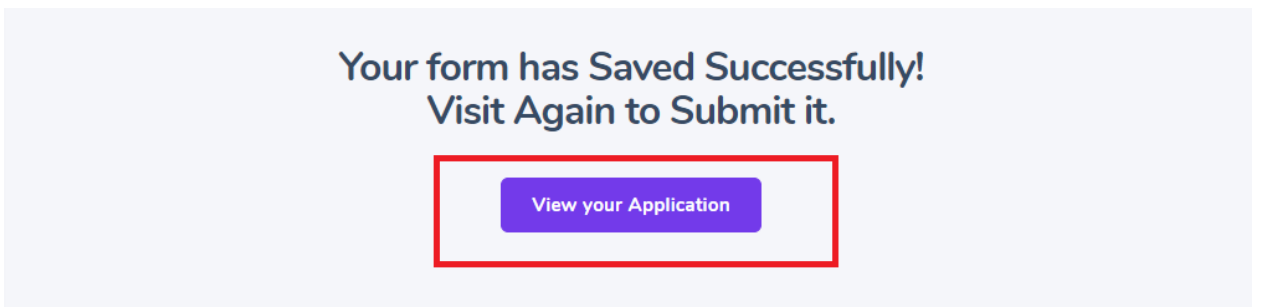
By clicking **"view your Application"** you can once again fill your half incomplete form.

17. After Submission of form, organization can see their submitted Profile, by clicking on button **"View Profile"**

18. After clicking on **"View Applicant Profile"**, you will see your form details that you have filled.