

**Haryana State Council for Science, Innovation & Technology
(Directorate of Science & Technology, Govt. of Haryana)**

[Kalpana Chawla Chatravrati Yojna for Girls (For engineering students)]

Procedure for submitting online application for KCCY scholarship

1. Click the below link for applying for the scholarship on the portal:
<https://harchhatravratti.highereduhry.ac.in>
2. Click on “**Student**” tab and go to “**Student registration**”. Enter PPP (Family ID) to receive OTP.
3. Enter the OTP received on mobile number and verify OTP.
4. Student registration form will open.
5. Fill the details like Adhaar Number, email Id and create your own password. Read terms and conditions then click the register button.
6. You will receive your user ID.
7. Fill user ID received and password.
8. Open the page on the pane at left hand side, click “**Apply for Scholarship**”. Select “**Kalpana Chawla Chatravrati Yojna**”
9. Select the Year of Academic Session, Click the Submit button and enter the OTP received on your mobile number and verify OTP.
10. Fill the application form. All fields are mandatory. Please fill all columns and upload all required documents.
11. Submit the form. On submitting the form you will get application reference number. You can track your application through given tab. Please don't send the application by post.

GENERAL INSTRUCTIONS:

1. Application submitted within the due date will only be accepted.
2. **APPLICANT'S OWN VALID AND FUNCTIONAL EMAIL ADDRESS, MOBILE NUMBER AND BANK DETAILS MUST BE USED FOR SUBMISSION OF THE ONLINE**

APPLICATION. (Please keep this mobile number and Email id active).

3. Don't submit more than one application.
4. Please ensure that all columns of the application are correct before submitting. **Please double check** the details filled like student's bank account details, Institute/College details where admission is taken in Engineering/Arch/Planning courses etc. No claims shall be entertained in case of incomplete, non-submitted or in-correct application.
5. Wrongly filled application or application with lack of essential documents (wrong/blurred/irrelevant documents uploaded) will be summarily rejected.
6. **For convenience of students following is the list of supporting documents to be uploaded:**
 - I. Signature of the applicant
 - II. Self attested copy of Aadhar Card.
 - III. Photograph of the applicant (student image).
 - IV. 10th Class Marksheet/certificate.
 - V. 12th Class Marksheet/Certificate.
 - VI. Haryana Residence Certificate (If applicable) *
 - VII. Enrollment Certificate from Head/Principal/Registrar/Director of the college/university/institute. (as per **Annexure-I**)
 - VIII. Declaration of not availing any other Scholarship. (*as per Annexure-II*)
 - IX. Medical certificate as per format of **Annexure-III** in case of candidates applying under "Physically Handicapped" category.
 - X. Candidates applying under the "Children & Grand-children of Freedom Fighters of Haryana" category have to submit certificate as per **Annexure-IV**.
 - XI. Candidates claiming reservation for Ex-Servicemen (ESM) categories of Haryana are required to submit the certificate duly issued by Zila Sainik Board/CO/Competent Authority with office seal as per the sub-category applicable.
 - XII. Caste certificate in case of candidates applying under SC/BC categories.
 - XIII. Candidates have to upload their JEE (Mains/Advanced) examination Score Cards attested by the Head/Principal/Director/Registrar of College/Institute/University in which they have taken admission.
 - XIV. Copy of Bank Passbook showing bank accounts details.