



**User Manual on MUKHYA MANTRIR NIJUT BABU AASONI, 2025-26
through Principal's and Registrar's Samarth Login**

**Directorate of Higher Education, Assam
2026**

Mukhya Mantrir Nijut Babu Aasoni, 2025–26

(For UG & PG First Semester Students)

The Mukhya Mantrir Nijut Babu Aasoni, 2025–26 will provide financial assistance to eligible male students pursuing regular Undergraduate and Postgraduate programmes in the academic session 2025–26, with the objective of supporting continuation of higher education.

1. **UG students** shall be eligible to receive **₹1,000 per month**.
2. **PG students** shall be eligible to receive **₹2,000 per month**.

Eligibility Criteria

Colleges shall ensure that **only students fulfilling all the following conditions** are considered eligible:

1. The applicant **must be a male student**.
2. The student **must be enrolled in a Regular programme**.
✗ Students enrolled in Self-Financed programmes are NOT eligible.
3. The applicant **must be enrolled in Undergraduate (UG) 1st Semester or in Postgraduate (PG) 1st Semester** for the academic session 2025–26.
4. The **annual family income must be ₹4,00,000 (Rupees Four Lakh) or below**.
5. The student **must be unmarried**.
6. The student **must be a permanent resident of Assam**.
7. The student **must have an active bank account in his own name**.
8. The student **must upload valid income proof, i.e.**
 - o Income Certificate **OR**
 - o Ration Card.
9. The student **must upload a copy of the Bank Passbook** clearly showing:
 - o Name of Account Holder
 - o Bank Name
 - o Account Number
 - o IFSC Code.

Special Conditions

- **Bani Kanta Kakati Scooty Award:**
 - o **UG students who have already received the Bani Kanta Kakati Scooty Award are NOT eligible** for this Aasoni.
 - o **PG students are eligible**, even if they had received the Bani Kanta Kakati Scooty Award during their UG studies.
 - o Postgraduate students availing the **CM's Jibon Prerana Scheme** shall not be eligible for this scheme

Responsibility of Colleges

- Colleges shall be **fully responsible for verification of eligibility and correctness of data.**
- Any incorrect entry, wrong selection (marital status, domicile, programme type, semester, etc.) may lead to **rejection of the application** and shall be the responsibility of the concerned institution.
- Colleges must ensure **timely completion** of data entry as per instructions issued by the Directorate of Higher Education, Assam.

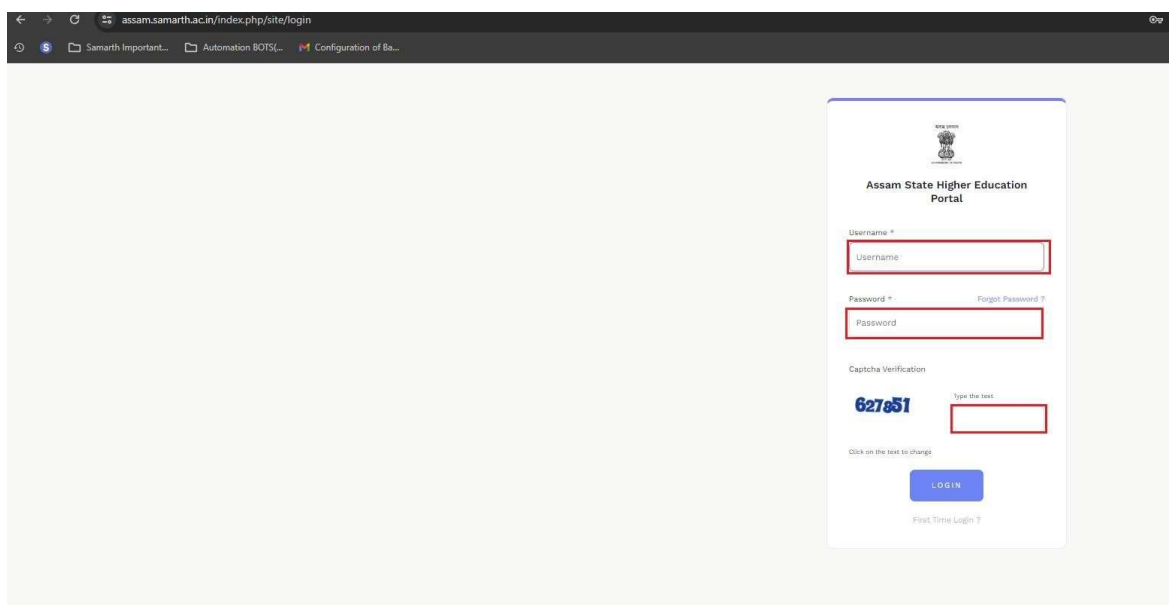
For any queries kindly email dhe.mmnba2026@gmail.com

IMPORTANT POINTS FOR AUTHORITIES WORKING ON ACCORDING APPROVAL TO MUKHYA MANTRIR NIJUT BABU AASONI 2025-26

Introduction

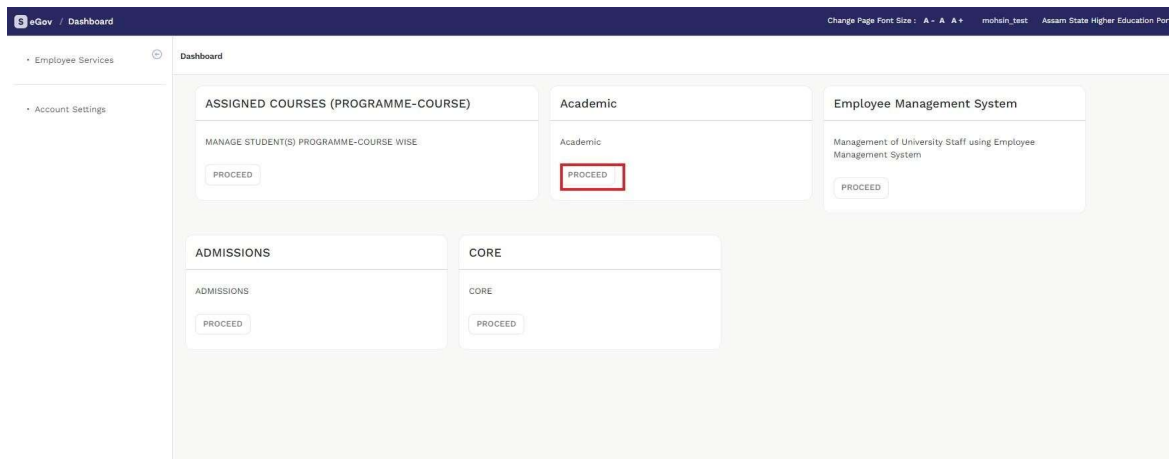
This is a reference document for how to Apply/Verify MMNBA requests through the Principal's and Registrar's login.

Step 1: - Login to your Principal's/Registrar's Account and go to the dashboard.



The screenshot shows the login page of the Assam State Higher Education Portal. The page has a light beige background. On the right side, there is a white login box with a purple header. The header contains the Assam State Higher Education Portal logo and name. Below the header, there are two input fields: 'Username' and 'Password', both with red borders. To the right of the 'Password' field is a link 'Forgot Password?'. Below the password field is a 'Capcha Verification' section with a blue and white image showing the number '627851' and a text input field with a red border. Below the captcha is a link 'Click on the text to change'. At the bottom of the login box is a blue 'LOGIN' button and a link 'First Time Login?'. The browser's address bar shows 'assam.samarth.ac.in/index.php/site/login'.

Step 2: - Click on the **Proceed** button which shows under the **Academic** section.



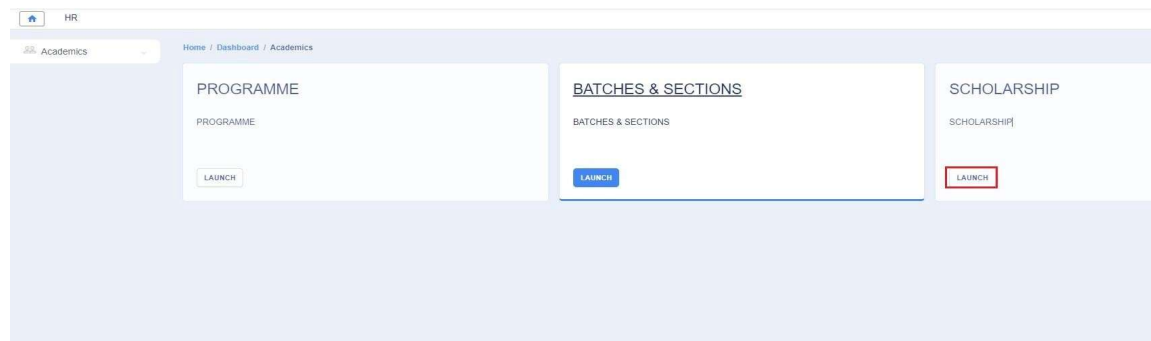
The screenshot shows the dashboard of the Assam State Higher Education Portal. The dashboard has a dark blue header with the 'eGov / Dashboard' logo and a 'Change Page Font Size' dropdown. On the left side, there is a sidebar with 'Employee Services' and 'Account Settings'. The main content area is divided into several sections. The top section is 'ASSIGNED COURSES (PROGRAMME-COURSE)' with a 'MANAGE STUDENT(S) PROGRAMME-COURSE WISE' button and a 'PROCEED' button. Below this is the 'Academic' section with an 'Academic' button and a 'PROCEED' button. To the right of the 'Academic' section is the 'Employee Management System' section with a 'Management of University Staff using Employee Management System' button and a 'PROCEED' button. At the bottom, there are two more sections: 'ADMISSIONS' with an 'ADMISSIONS' button and a 'PROCEED' button, and 'CORE' with a 'CORE' button and a 'PROCEED' button. The 'PROCEED' button under the 'Academic' section is highlighted with a red border.

A. All Institutions are advised to initially undertake the action- “**Apply**” against all the verified and submitted forms; and tally the entries for consistency in the data submitted in the form and data entered in the portal, by proceeding with “Verify” under verification pending.

B. Thereafter, please cross-check if there are any erroneous entries. If any erroneous entries are found, then such entries are to be reverted to “**Open**” and then the Institutions will have to “**Apply**” again.

C. When all entries are tallied for consistency in the data submitted in the form and data entered in the portal, only then the Institutions are to proceed with “**Submit**” under verification pending.

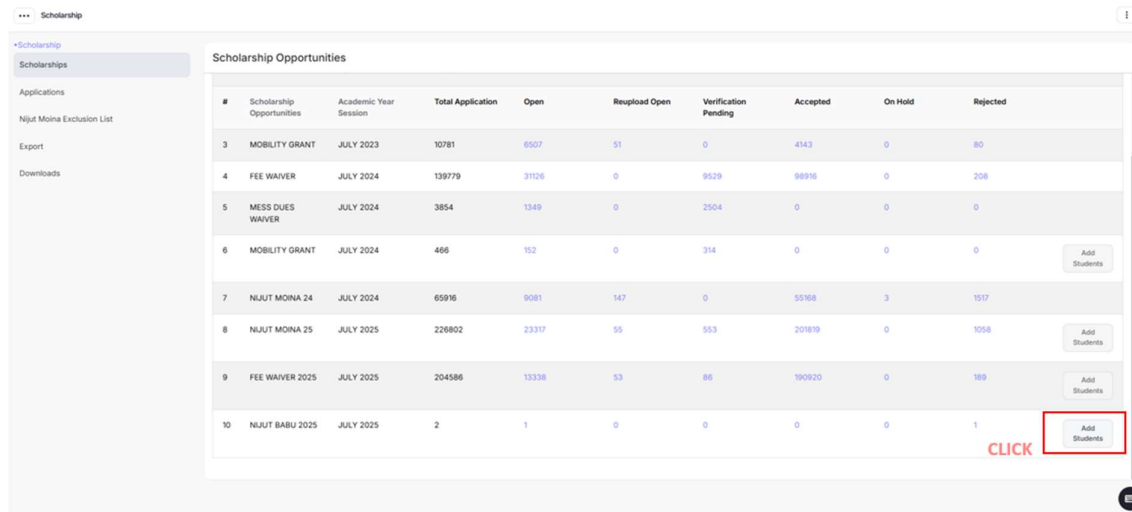
Step 3: - Click on the **Launch** button under the **Scholarship** section.



Step 4: - The ‘**Scholarship Opportunities**’ option lists the scholarships that are applicable to students of the respective college. It also shows the Scholarship Application Status.

Scholarships		Scholarship Opportunities							
#	Scholarship Opportunities	Academic Year Session	Total Application	Open	Reupload Open	Verification Pending	Accepted	On Hold	Rejected
3	MOBILITY GRANT	JULY 2023	10781	6507	51	0	4143	0	80
4	FEE WAIVER	JULY 2024	139779	31226	0	9529	98916	0	208
5	MESS DUES WAIVER	JULY 2024	3854	1349	0	2504	0	0	0
6	MOBILITY GRANT	JULY 2024	466	152	0	314	0	0	0
7	NUJUT MOINA 24	JULY 2024	65916	9081	147	0	55768	3	1517
8	NUJUT MOINA 25	JULY 2025	226828	23328	55	555	201832	0	1058
9	FEE WAIVER 2025	JULY 2025	204586	13338	53	86	190920	0	189
10	NUJUT BABU 2025	JULY 2025	2	0	0	1	0	0	1

Step 5: - Here the “Add Students” option under the “NIJUT BABU 2025” Scholarship Scheme need to be clicked.



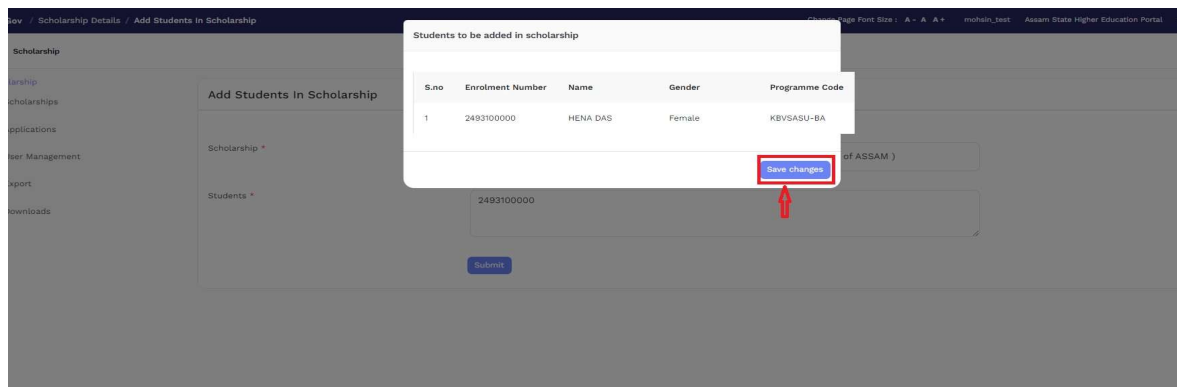
The screenshot shows a web interface with a sidebar on the left containing links like 'Scholarship', 'Applications', 'Nijut Moins Exclusion List', 'Export', and 'Downloads'. The main area is titled 'Scholarship Opportunities' and contains a table with the following columns: #, Scholarship Opportunities, Academic Year Session, Total Application, Open, Reupload Open, Verification Pending, Accepted, On Hold, and Rejected. The table lists various scholarship schemes. The last row, for 'NIJUT BABU 2025' (July 2025), has 2 total applications, 1 open, and 1 rejected. An 'Add Students' button is located to the right of this row, which is highlighted with a red box and a red 'CLICK' label.

#	Scholarship Opportunities	Academic Year Session	Total Application	Open	Reupload Open	Verification Pending	Accepted	On Hold	Rejected
3	MOBILITY GRANT	JULY 2023	10781	6507	51	0	4143	0	80
4	FEE WAIVER	JULY 2024	139779	31026	0	9529	98996	0	208
5	MESS DUES WAIVER	JULY 2024	3854	1349	0	2504	0	0	0
6	MOBILITY GRANT	JULY 2024	466	152	0	314	0	0	0
7	NIJUT MOINA 24	JULY 2024	65916	9081	147	0	55168	3	1517
8	NIJUT MOINA 25	JULY 2025	226802	23317	55	553	201819	0	1058
9	FEE WAIVER 2025	JULY 2025	204586	13338	53	86	190920	0	189
10	NIJUT BABU 2025	JULY 2025	2	1	0	0	0	0	1

Step 6: - In this Section Principal’s needs to mention all eligible students’ enrollment number by separating them **by comma (,) without space**.

Example (2511008997,251989899,25567888).

It is to be noted that only first-semester male students who have already availed the fee waiver scheme can be added.



The screenshot shows the 'Add Students in Scholarship' form. A modal window titled 'Students to be added in scholarship' is open, displaying a table with student details. The table has columns: S.no, Enrolment Number, Name, Gender, and Programme Code. The first row shows S.no 1, Enrolment Number 2493100000, Name HENA DAS, Gender Female, and Programme Code KBVSASU-BA. Below the table, there is a 'Save changes' button highlighted with a red box and a red arrow pointing to it. The background form shows a 'Submit' button and a text input field for 'Students *' containing the enrolment number 2493100000.

S.no	Enrolment Number	Name	Gender	Programme Code
1	2493100000	HENA DAS	Female	KBVSASU-BA

Step 7: - Once all eligible students are added under the respective scholarship then Admin needs to click on the Open Section to Apply for this Scholarship.

Scholarship

Scholarship Opportunities

#	Scholarship Opportunities	Academic Year Session	Total Application	Open	Reupload Open	Verification Pending	Accepted	On Hold	Rejected	
3	MOBILITY GRANT	JULY 2023	10781	6507	51	0	4143	0	80	
4	FEE WAIVER	JULY 2024	139779	31126	0	9529	98916	0	208	
5	MESS DUES WAIVER	JULY 2024	3854	1349	0	2504	0	0	0	
6	MOBILITY GRANT	JULY 2024	466	152	0	314	0	0	0	Add Students
7	NIJUT MOINA 24	JULY 2024	65916	9081	147	0	55168	3	1517	
8	NIJUT MOINA 25	JULY 2025	226802	23317	55	553	201819	0	1058	Add Students
9	FEE WAIVER 2025	JULY 2025	204586	13338	53	86	190920	0	189	Add Students
10	NIJUT BABU 2025	JULY 2025	2	1	0	0	0	0	1	Add Students

CLICK

Step 8: - Added students may next be checked through **VIEW** option.

Scholarship

Scholarship Applications

Showing 1-1 of 1 item.

#	<input type="checkbox"/> View	Bank Detail Status	Update Bank Details	Apply	Change Status	Accepted	Status	Scholarship	Enrolment Number	Applicant Name
							OPEN	NIJUT BABU :		
1	CLICK View	SUBMITTED		Apply	Change Status		OPEN	NIJUT BABU 2025 (Pragyen Bhanani Scheme, Higher Education Department Govt. of ASSAM)	DEMO2	Gaurav Mehra

Step 9: - Added students may next be checked through “View” option.

Preview : NIJUT BABU 2025

Scholarship Application no.	1221255	Enrolment Number	DEMO2
Applicant Name	Gaurav Mehra	Gender	Male
University	T1 Gauhati University	College	232 Rupahi College
Programme	GU-FPM(Bachelor of Vocation(Food Processing & Quality Management))	Date of Birth	2004-03-18
Social Category	General	Admission Category	General
Term	1	Status	OPEN
Degree	Undergraduate	Block Name	KAMRUP
Application Submitted At	2026-01-03 09:08:46	Family Income	
IFSC Code	SBIN0006878	Bank Name	STATE BANK OF INDIA
Account Number	9999999999	Account Holder Name	DEMO STUDENT
Cancel cheque	View File	Passbook	View File

Please remember that P.G. Admission data is IMPORTED DATA (through excel sheet). Therefore, you must double-check that the concerned student really is a current session 1st semester P.G. Student.

Step 10: - After that the admin can click on the “Apply” button.

Scholarship Applications

Showing 1-1 of 1 item.

#	<input type="checkbox"/> View	Bank Detail Status	Update Bank Details	Apply	Change Status	Accepted	Status	Scholarship	Enrolment Number	Applicant Name
1	View	SUBMITTED		Apply	Change Status		OPEN	NIJUT BABU 2025 (Prayag Bhanas Scheme, Higher Education Department Govt. of ASSAM)	DEMO2	Gaurav Mehra

Step 11: - Once clicked on the Apply button the below attached screen will appear here principal needs to fill the required fields and then click on the “**Submit**” button.

Scholarship

Scholarship

Scholarships

Applications

Nijut Moira Exclusion List

Export

Downloads

Scholarship Details & Uploads

Bank Name *

STATE BANK OF INDIA

Select Valid Bank from Dropdown

Branch Name *

WEST GUWAHATI (STATE BANK OF INDIA)

Select Valid Bank Branch from Dropdown

IFSC Code *

SBIN0008878

Select Valid IFSC Code of Bank from Dropdown

Account Number *

9999999999

Enter Valid Bank Account Number

Confirm Account Number *

.....

Re-Enter Valid Bank Account Number

PAN

Enter Valid PAN Number. You may tick this Box if applicant does not have PAN Number

☒ Check this box if you don't have PAN

Account Holder Name *

DEMO STUDENT

Make sure the Name matches the name as entered in SAMARTH Portal

Degree *

Undergraduate

Select UG / PG from dropdown

Programme Nature *

Regular Course

Select ONLY REGULAR (Self-financed students ineligible)

Are you a Permanent Resident of Assam? *

YES

Only Students who are permanent residents of Assam are eligible for this Aasoni

Marital status of the Applicant *

Unmarried

Only Unmarried students are eligible

Institute Recognised Tree Survey *

YES

SELECT YES

Scholarships

Applications

Nijut Moira Exclusion List

Export

Downloads

Aadhaar Number of the Applicant

Enter VALID AADHAR Number of Applicant

Religion of the Applicant *

Hindu

Select Religion of Applicant from Dropdown

Residence Area Type *

Rural

Select applicable Permanent Residence Area from Dropdown

Gram Panchayat/Village Council Development Committee/Ward *

Gram Panchayat

Select applicable GP/Ward/VCD from Dropdown

Village or Town or City *

Village

Select applicable option from Dropdown

Applicant District *

KAMRUP

Select applicable District (Permanent Residence) from dropdown

Block Name *

KAMRUP

Enter applicable Block (Permanent Residence) from dropdown

Police Station *

Hajo - PS

Select applicable District (Permanent Residence) from dropdown

Name of LAC *

Hajo-Sualkuchi (SG)

Select applicable LAC (Permanent Residence) from dropdown

Name of the Institution from which Passed *

Demo

Type name of Institution from which applicant passed the last HSSLC or UG Final Examination from

Last Examination Passed *

H.S.S.L.C.

Type name of last exam passed – HSSLC for UG applicants & B.A./B.Sc./B.Com for PG applicants

Year of Last Examination Passed *

2025

Type the year in which applicant completed the last HSSLC exam (for UG applicant or Graduation exam (for PG applicant)

Roll Number of Last Examination Passed *

337889

Enter Valid roll number of last examination

voter id of the Applicant

Enter Valid Voter ID of applicant

Geography level

ASSAM

Select ASSAM

B K Scooter Tree Survey *

NO

Select NO if applicant was not beneficiary of Bani Kanta Kakati Scooter Merit Award or YES if applicant received the award

- If **Permanent Resident status** is marked wrongly as **NO** and/or If **Marital status** is marked wrongly as **YES** then the application is automatically rejected.
- B.K. Scooter option ONLY VALID for UG students. UG students who have received the Bani Kanta Kakati Scooty award are NOT ELIGIBLE for availing this Aasoni. However, PG applicants are eligible even if they had received the Bani Kanta Kakati Scooty award.

Step 12: - After that click on the Verification Pending section numbers to verify the applied applications.

Scholarship Opportunities									
#	Scholarship Opportunities	Academic Year Session	Total Application	Open	Reupload Open	Verification Pending	Accepted	On Hold	Rejected
WAIVER									
6	MOBILITY GRANT	JULY 2024	466	152	0	314	0	0	0
7	NIJUT MOINA 24	JULY 2024	65916	9081	147	0	55168	3	1517
8	NIJUT MOINA 25	JULY 2025	226828	23328	55	555	201832	0	1058
9	FEE WAIVER 2025	JULY 2025	204586	13338	53	86	190920	0	189
10	NIJUT BABU 2025	JULY 2025	2	0	0	1	0	0	1

Step 13: - Here Admin can “Verify Details” of all applied applications once verifications are completed. Then the application count will be shown under the accepted column.

Scholarship Applications									
Showing 1-1 of 1 item.									
#	<input type="checkbox"/> View	Bank Detail Status	Update Bank Details	Apply	Change Status	Accepted	Status	Scholarship	Enroln
<div><div></div><div>VERIFICATION_PEN</div><div>NIJUT BABU ;</div></div>									
1	View	SUBMITTED			Change Status	Verify Details	VERIFICATION_PENDING	NIJUT BABU 2025 (Pragyan Bharati Scheme, Higher Education Department Govt. of ASSAM)	DEMO

Step 14: - Once all checks are completed, Check the **Tick Box** on the Income Declaration option and click on “**Submit**”.

Details: NIJUT BABU 2025

Entered By Admin			
Applicant Name	Gaurav Mehra	Enrolment Number	DEM02
Gender	Male	Date of Birth	2004-03-18
University	Ti-Gauhati University	College	232: Rupahi College
Programme	Bachelor of Vocation(Food Processing & Quality Management)	Social Category	General
Admission Category	General		

Nijut Maina Details			
Are you a Permanent Resident of Assam?	YES	Marital status of the Applicant	Unmarried
Institute Recognised Tree Survey	YES	Aadhaar Number of the Applicant	
Religion of the Applicant	Hindu	Residence Area Type	Rural
Gram Panchayat/Village Council Development Committee/Ward	Gram Panchayat	Village or Town or City	Village
Name of the Institution from which Passed	Demo	Last Examination Passed	H.S.S.L.C.
Year of Last Examination Passed	2025	Roll Number of Last Examination Passed	337889
voter id of the Applicant		Geography level	ASSAM
B K Scooter Tree Survey	NO	Police Station	Hajo - PS
Degree	Undergraduate	Block Name	KAMRUP
Applicant District	KAMRUP	Block Name	KAMRUP

Provided By Student			
Family Income			
Bank Details			
Ifsc Code	SBIN0008878	Bank Name	STATE BANK OF INDIA
Branch Name	WEST GUWAHATI (STATE BANK OF INDIA)	Account Number	9999999999
Account Holder Name	DEMO STUDENT	Pan Number	NA
Canceled Cheque or Passbook	view Ask for Receipt?	Passbook	view

Status *

☒ ACCEPTED

☐ The applicant is a bonafide student of the Institution and all details submitted are duly verified and validated as per the guidelines of the Scheme. The applicant is a Fee Waiver Scheme beneficiary with an annual family income of ₹4.00 lakh or below.

The inferences for the status of the process are as follows:

- **Open:**
Admin can view all the open requests made for the purpose of Applying in the respective Scholarship.
- **Verification Pending:**
Admin/Principal can verify the pending details and ask for a re-upload of the specific documents if required.
 - Select status as verified, on hold, or rejected accordingly.
 - Mention remark under Admin Remark section.
 - Click on the check box.
 - Click on the Submit Button.
- **Accepted:**
Admin can view all the verified/Accepted Applications under this tab.

Note:- Whatever Application Statuses have been marked by admin will be shown under the Separate Tags (*Open reupload, Hold, Accepted, and Rejected*)

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