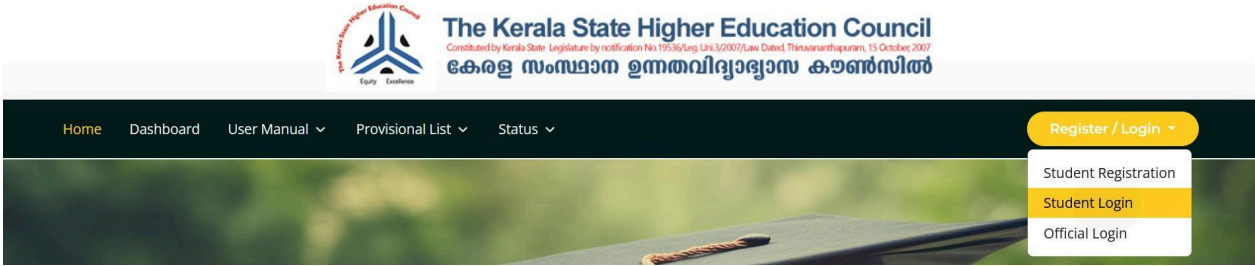




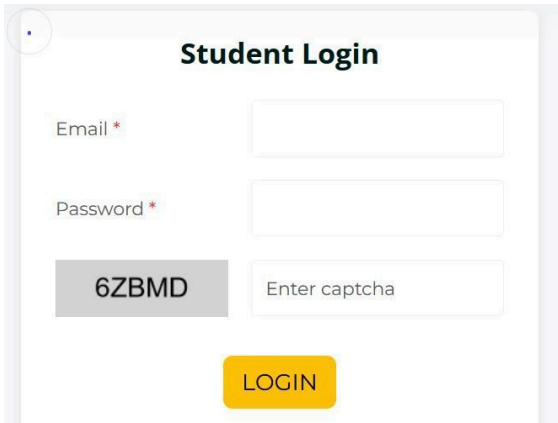
**KERALA HIGHER EDUCATION COUNCIL SCHOLARSHIP PORTAL**

Student User Manual [Renewal]

# 1. Student Login

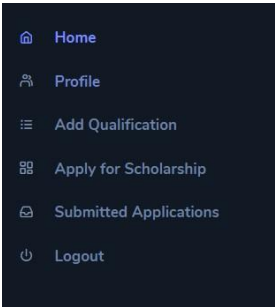


Renewal students who have done the student registration can do student login by clicking the Student login menu under the Register/login menu on the homepage



Students should log in using the registered email ID and password set during registration. Upon successful login, students will be redirected to the **Student Homepage**.

# 2. Student Dashboard Menu



On the left side of the **Student Homepage**, the following menu options will be available:

- 1. **Home**

- 2. Profile
- 3. Add Qualification
- 4. Apply for Scholarship
- 5. Submitted Application
- 6. Logout

### 3. Completing Student Profile

First-time users must complete their profile by clicking the **Profile** menu. The profile section includes:

The screenshot shows a 'STUDENT PROFILE' form with a sidebar menu and a main content area. The sidebar menu includes: 1. BASIC PROFILE (View the basic profile info), 2. FAMILY DETAILS (View family details), 3. PERMANENT ADDRESS (View Permanent Address Details), 4. PRESENT ADDRESS (View Present Address Details), 5. BANK DETAILS (Provide bank account details), and 6. INSTITUTION DETAILS (View institution details). The main content area is titled 'BASIC PROFILE' and contains the following fields: Student Name (input field with 'R'), Adhaar Number (input field with '2495'), E-Mail ID (input field with 'gmail.com'), Phone Number (input field with '334'), Date of Birth (input field with '08-08-2000'), Gender (dropdown menu with 'Male'), Category (input field), and Rationcard Type (input field).

- Basic Profile
- Family Details
- Permanent & Present Address
- Bank Details
- Institution Details

The screenshot shows three input fields: '10th Class Board' (dropdown menu with 'BOARD OF PUBLIC EXAMINATIONS KE'), '10th Class Register Number' (input field with '140339'), and '10th Class Passing Year' (input field with '2019 - 2020').

10th Register number and Passing Year will be Populated automatically

**INSTITUTION DETAILS**

<b>Institution District</b>	<b>Institution Name</b>
Kozhikode	FAROOK COLLEGE FAROOK KOZHIKOD
<b>Course Name</b>	<b>Course Year</b>
BCom Finance	Third Year

PG 1st Year Students (Third Renewal) are allowed to edit the Institution and Course details. For First ,Second & Fourth Renewal, these details will be populated automatically and cannot be edited by students.

**4. Applying for a Scholarship**

After completing the **Profile** eligible scholarship will be displayed.

**Steps:**

- 1. Click on the **Apply for Scholarship** menu.

#	Scheme Name	Last Date	Instructions	Actions
2	Higher Education Scholarship - Renewal [Second]	20-03-2025 12:00 AM	<a href="#">View Instructions</a>	<a href="#">Apply</a>

- 2. You will be redirected to the **Application Form**.

**Apply For Scholarship**

PERSONAL DETAILS	
Full Name	HA
Phone Number	88
Date of Birth	08 / 08 / 2000
Gender	Male
Name of Father/Mother/Guardian	T

- Fill in the required details (some fields will be pre-filled based on the profile data).

**Note:** If any updates are required, students must update their profile before submitting the application.

- An **Application Preview** will be displayed.

Attested Copy of Bank Passbook	<a href="#">View Attachment</a>
<a href="#">Edit Application</a>	<a href="#">Final Submit</a>

- If all details are correct, click the **Final Submit** button to forward the application to the college.
- Students can generate a printout of the application.

Upon successful Application Submission, you will receive an SMS confirmation on the registered phone number.

## 5. Viewing Submitted Applications

# ↑↓	Registration ID ↑↓	Scheme Name ↑↓	Date of Submission ↑↓	Application Status ↑↓	View ↑↓	Print ↑↓
1	010014033921	Higher Education Scholarship - Renewal [Second]	04-04-2025	Pending At Institution Clerk		

Submitted applications can be viewed under the **Submitted Application** menu.

## 6. Forgot Password Option

Go to student login page and click on the forgot password link below the “Login” Button

### Forgot Password

Registered Aadhaar Number \*

Registered Mobile Number \*

**IOTJF**

[SEND PASSWORD](#)

Use the Aadhaar number and mobile number provided during registration. Click the 'Send Password' button. If both details match, a new password will be generated and sent to your registered mobile number.

---