



कार्यालय प्राचार्य, किरोड़ीमल शासकीय कला एवं विज्ञान (अग्रणी) महाविद्यालय,  
रायगढ़ (छ.ग.)


Affiliated to Shaheed Nandkumar Patel Vishwavidyalaya, Raigarh (C.G.)  
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रायगढ़, दिनांक- 10/09/2024

### विशेष सूचना

महाविद्यालय में सत्र 2024-25 अध्ययनरत छात्र/छात्राओं सूचित किया जाता है कि जो छात्र/छात्राएँ National Scholarship/ Post Maitric Scholarship हेतु आवेदन करना चाहते हैं उन को National Scholarship Portal पर जा कर OTR Registration करना अनिवार्य है। OTR Registration के बाद ही छात्र/छात्राएँ किसी भी एक उचित योजना में छात्रवृत्ति हेतु आवेदन कर सकेंगे। OTR Registration से संबंधित जानकारी महाविद्यालय के वेबसाईड एवं (NSP के पोर्टल) पर उपलब्ध है।

  
Principal 11/9/24  
K. G. College Raigarh (C.G.)

**Workshop on NSP – OTR module in  
Chhattisgarh organised by  
ST & SC Development Department,  
Govt. of Chhattisgarh**

OTR URL : <https://scholarships.gov.in/otrapplication>

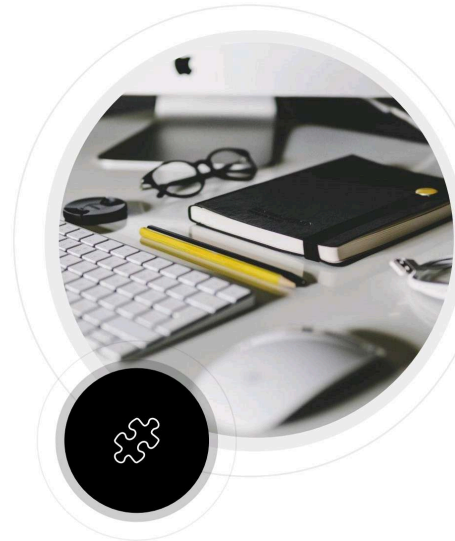
**National Informatics Centre**  
Ministry of Electronics & Information Technology, GoI



## Task-Force Recommendations implemented in OTR

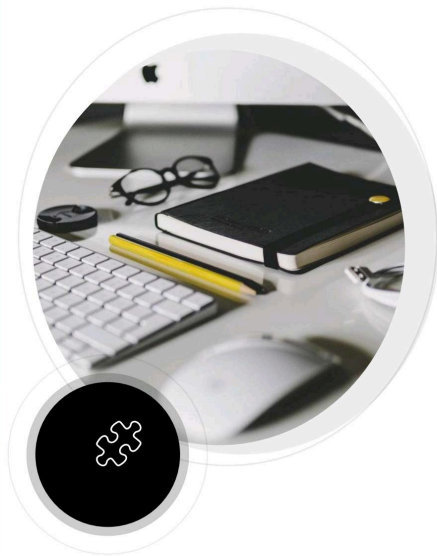


1. OTR is mandatory to apply for Chhattisgarh Post-Matric Scholarship on CG Post-Matric Scholarship Portal (for ST and SC) and will be valid for entire academic career of the student.
2. Aadhaar is required for generation of OTR.
3. Only one OTR ID is allowed per student. In case more than one OTR is found for a student, that student would be debarred from scholarships.





- OTR is a unique no. generated on NSP after completion of eKYC.
  - OTR number is generated once and remains valid throughout the student's academic career.
  - OTR eliminates the need of repetitive registrations in forthcoming academic years.
  - The One-Time Registration (OTR) system will streamline and ensure de-duplication across various schemes onboarded on different scholarship portals in the future.
  - Student will apply for scholarship using OTR. Merely generation of OTR does not tantamount to application for scholarship.
  - OTR generation is a two-step process:
    1. **Generate reference no.**
    2. **Perform face-authentication to get OTR-**
      - a. **Use NSP OTR mobile app for face-authentication.**
      - b. **Also, AadhaarFaceRD is required to perform face authentication.**
      - c. **NSP OTR and AadhaarFaceRD app are available on google play store.**
- All Scholarship disbursement are through AePS.
  - No fee will be levied for the generation of OTR on NSP.
  - OTR can be used for deduplication among different scholarship schemes.





## Process flow of **One-Time Registration (OTR)** Module



Students

Institutions

Officers

Public



## Announcements

**20/12/2023**

Account number is not required for scholarship disbursement through NSP. Scholarship will be disbursed directly into the Aadhaar seeded bank account of the beneficiary.

**23/12/2024**

Account number is not required for scholarship disbursement through NSP. Scholarship will be disbursed directly into the Aadhaar seeded bank account of the beneficiary.

[View more](#)



## Get your OTR

OTR is a unique xx-digit scholar registration number essential for students to access central or state government scholarships in India.

This unique identifier simplifies and secures the scholarship application process, ensuring efficient and transparent access to educational funding.

By registering for a OTR, students seamlessly integrate into the national scholarship network, facilitating smoother and more reliable financial support for their academic pursuits.

[Apply now!](#)



## Register

Already have an account? [Login](#)



### 1. One Time Registration (OTR) Guidelines for Scholarships Hosted on NSP

- Mandatory Requirement:** One Time Registration (OTR) is mandatory for applying for various scholarship schemes on National Scholarship Portal/other portals.
- Essential Requirement for OTR:** Active mobile number is mandatory for OTR.
- No payment of fee is required for OTR.
- Steps for Registration:**
  - Once allotted an OTR, student can apply for scholarship later when the portal is open for application submission.
  - Upon successful registration, a reference number will be sent on the registered mobile number.
  - Download and install NSP OTR app and Aadhaar Face RD services on android based devices.
  - Perform the Face-Authentication using the generated reference number for OTR sent on your mobile no.
  - After successful Face-Authentication OTR will be generated.
- Please apply for Scholarship using OTR. Merely generation of OTR does not tantamount to application for scholarship.
- Aadhaar Requirement:** Aadhaar is required for OTR. If Aadhaar is not assigned, registration can be done using Enrollment ID (EID) for Aadhaar. If a minor student has not been assigned Aadhaar yet, registration can be done using Aadhaar of her parent or legal guardian.
- It is advised to update other relevant demographic records (name, dob, gender) to match with Aadhaar/EID.
- Parent/legal guardian of minor applying with their Aadhaar must ensure that while making an application for Aadhaar enrolment of minor shall use the same demographic details (of minor) as used in the OTR.
- One OTR ID is allowed per student. However, parent/legal guardian can generate upto a maximum of two OTRs (for two minor children)
- In case more than one OTR is found for a student, she would be liable for debarment from scholarships.

**I agree to the following:**

- I have read and understood the guidelines for One time Registration.
- I hereby consent to use the Aadhaar/ OTR for de-duplication on NSP/State/UT Scholarship Portals.

[Cancel](#)[Next](#)

## Register

Already have an account? [Login](#)

- 1. Guidelines
- 2. Register Mobile No.
- 3. eKYC
- 4. Finish

### 2. Register Mobile No.

Mobile Number\*

[Get OTP](#)

Enter OTP \*

Image Captcha

Audio Captcha

IDHGPN



Enter Captcha Code \*

[Cancel](#)[Verify](#)

Note:-

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal guardian is advised to submit the requisite details carefully before submission of the OTR Registration form. Correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Student/Parent/Legal guardian is advised to submit her active mobile number and e-mail address in the OTR registration form. All correspondence/communication will be done on the submitted mobile/e-mail only.
5. Student is advised to refer to National Scholarship Portal for regular updates.



## Students

[← Login](#) | [Register](#) | [Change Mobile no.](#)

### Register

Already have an account? [Login](#)

- 1. Guidelines
- 2. Register Mobile No.
- 3. eKYC
- 4. Finish

#### 3. eKYC

- I have Aadhaar
- Aadhaar not assigned (I have EID)
- Parent/Legal Guardian Aadhaar Number

##### I have Aadhaar

Aadhaar No.\*

 [Get OTP](#)

Enter OTP \*

- Image Captcha
- Audio Captcha

WAZJRF

Enter Captcha Code \*

Cancel

Verify

##### Note:-

- Parent/Legal Guardian/Student must read the instructions carefully before registration.
- Parent/Legal Guardian/Student is advised to fill the requisite details carefully before submission of the application form, as correction/editing will not be allowed after submission.
- Any wrong/false information may lead to rejection.
- Parent/Legal Guardian/Student is advised to refer to National Scholarship Portal for regular updates.



## Consent for providing Aadhaar

### Major Applicant (Age greater than or equal to 18)

1. I have voluntarily submitted my Aadhaar number, and I am aware that it will be used to authenticate my identity.
2. I am aware that my Aadhaar number will be used to authenticate my identity by matching my personal identification details available in the Aadhaar records of UIDAI.
3. I am aware that my Aadhaar will be used for de-duplication across government portals.
4. I am aware that my Aadhaar number will also be used for making scholarship payments in the bank account seeded to my Aadhaar number.

### Parent's/Legal Guardian's consent in case of Minor Applicant (Age less than 18)

1. I have voluntarily submitted my child's/my ward's Aadhaar number, and I am aware that it will be used to authenticate my child's/my ward's identity.
2. I am aware that my child's/ward's Aadhaar number will be used to authenticate his/her identity by matching his/her personal identification details available in the Aadhaar records of UIDAI.
3. I am aware that my child's/ward's Aadhaar will be used for de-duplication across government portals.
4. I am aware that the Aadhaar number of my child will also be used for making scholarship payments in the bank account seeded to the Aadhaar number of the child.

Cancel

I Agree

3. Any wrong/false information may lead to rejection.

4. Parent/Legal Guardian/Student is advised to refer to National Scholarship Portal for regular updates.

Gender  Date Of Birth

Address

2. Student/Parent/Legal guardian is advised to submit the requisite details carefully before submission of the OTR Registration form. Correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Candidates are advised to fill their correct details in the online application. All Correspondence/communication will be made through mobile/e-mail only.
5. Student is advised to refer to National Scholarship Portal for regular updates.

### Enter Applicant Details

Applicant Name\*

Gender\*

Date Of Birth\*

Mother's Name\*

Father's Name\*

Email Id

Image Captcha  Audio Captcha

Enter Captcha Code

NPCI Mapper Status

**NPCI Success**

00:04



Your Bank Account is seeded with Aadhaar on NPCI Mapper.

## Enter Applicant Details

Applicant Name\*

Gender\*

Date Of Birth\*

Mother's Name\*

Father's Name\*

Email Id

Image Captcha  Audio Captcha

Enter Captcha Code

NPCI Mapper Status

**NPCI Failed** 00:03

Your Aadhaar is not seeded with your Bank Account. Contact your Bank branch for the same. (Scholarship will not be disbursed without seeding Aadhaar with Bank Account).

[Help](#)

Cancel

## Register

Already have an account? [Login](#)

- 1. Guidelines
- 2. Register Mobile No.
- 3. eKYC
- 4. Finish

### Applicant Details as per Aadhaar No.

Applicant Name:  Aadhaar No.:

Gender:  Date Of Birth:

Address:



#### Note:-

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal guardian is advised to submit the requisite details carefully before submission of the OTR Registration form. Correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Candidates are advised to fill their correct details in the online application.
5. Student is advised to refer to National Scholarship Portal for regular updates.

### Enter Details


Mother's Name\*

Father's Name\*

Email id

Image Captcha  Audio Captcha

**KWCZ6H**

**NPCI Mapper Status**  
XXXX Bank   
Your Bank Account is seeded with Aadhaar on NPCI Mapper.

Cancel

Finish

## Students

[←](#) [Login](#) [Register](#) [Change Mobile no.](#)

### Register

Already have an account? [Login](#)

- 1. Guidelines
- 2. Register Mobile No.
- 3. eKYC
- 4. Finish



You have successfully generated the reference and your reference number is:

**R24-000000124**

Kindly download the NSP OTR mobile app and complete your face authentication for generating OTR.



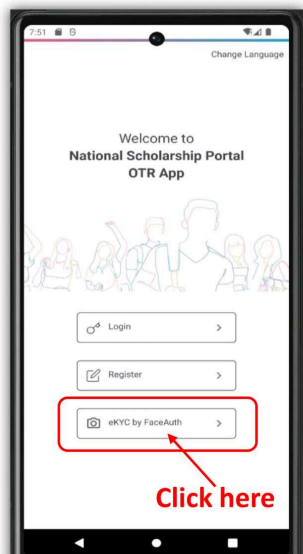
#### Note:-

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal guardian is advised to submit the requisite details carefully before submission of the OTR Registration form. Correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Candidates are advised to fill their correct details in the online application.
5. Student is advised to refer to National Scholarship Portal for regular updates.

**Step-1:** Search and install **NSP OTR** app on Google Play Store.

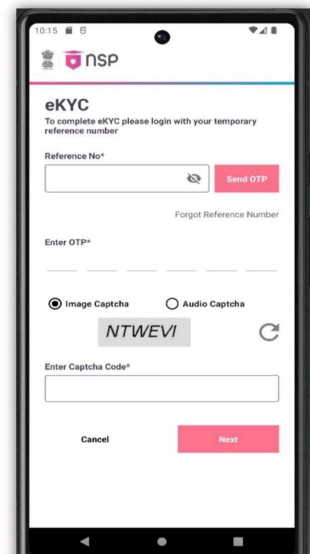
**Step-2**  
Open NSP app and click on eKYC by FaceAuth.

National Scholarship Portal  
One Time Registration

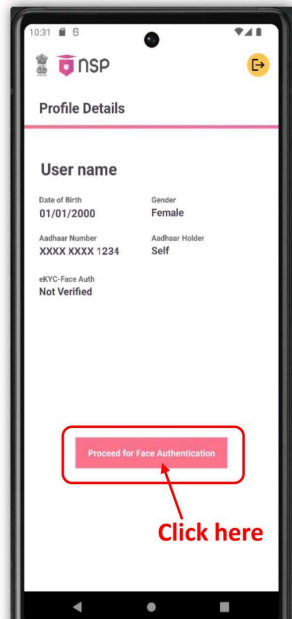


**Step-3**  
Enter reference No. and click on **Send OTP**. Type OTP received on its mobile no., then type captcha vale and tap **NEXT** button.

Login using your Reference No. to complete eKYC

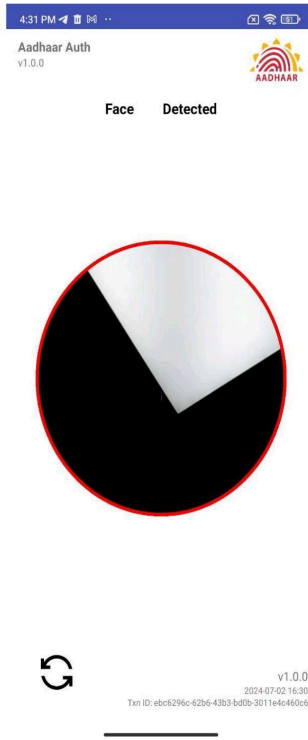


Do you Aadhaar enabled Face authentication to complete eKYC

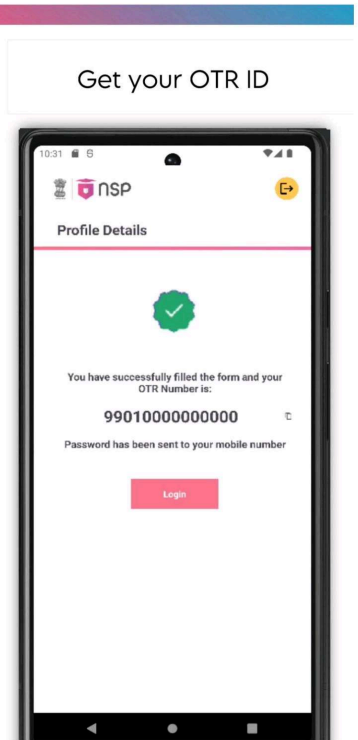


**Step-4**  
The user gets its personal details and click on **Proceed for face Authentication**

**Step-5**  
The user's face gets authenticated



**Step-6**  
The user successfully generates the OTR No.



Get your OTR ID





**[Video demonstration for OTR Registration of students](#)**



**[Video demonstration for Face Authentication of students](#)**





## **Recover - One-Time Registration (OTR)**



## Students



[← Login](#) | [Register](#) | [Change Mobile no.](#)

### Login

New user? [Register yourself](#)

Enter OTR (One Time Registration) no.

[Forgot OTR?](#)

Password

[Forgot Password?](#)

Image Captcha

Audio Captcha

BKGONU



Enter Captcha Code \*

[Cancel](#)

[Login](#)

### Student login tips

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal is advised to fill all the required details carefully and check properly before submission as correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Enter correct OTR number as provided during registration. The unique identifier helps to verify identity and track application progress.
5. Keep your password confidential and avoid sharing it with anyone to protect your account security.
6. In case you forget your password, utilize the Forgot Password option to reset it.
7. Student/Parent/Legal is also advised to refer to National Scholarship Portal for regular updates.



## Students



← Login Register Change Mobile no.

### Know Your OTR/Reference

Aadhaar No.\*  
XXXX-XXXX-XXXX

Image Captcha  Audio Captcha

3CU2RB

Enter Captcha Code  
XXXX-XXXX-XXXX

Submit

### Information

1. Student/Parent/Legal Guardian may use this option in case she/he has forgotten One Time Registration number (OTR)/Reference no.
2. OTR/Reference number can be retrieved with the Aadhaar number used during the registration process.
3. Students who has obtained reference numbers are required to perform face-authentication to obtain One Time Registration Number (OTR)
4. Face-authentication can be performed using NSP OTR App available on Google Play Store (Link).

Click on Submit button

### OTR Details

OTR id	Applicant Name
2	

After clicking on Submit button OTR gets displayed



## OTR Login Form



## Students



[← Login](#) [Register](#) [Change Mobile no.](#)

### Login

New user? [Register yourself](#)

Enter OTR (One Time Registration) no.

[Forgot OTR?](#)

Password

[Forgot Password?](#)

Image Captcha

Audio Captcha

6SRNHV

Enter Captcha Code \*

[Cancel](#)

[Login](#)

### Student login tips

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal is advised to fill all the required details carefully and check properly before submission as correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Enter correct OTR number as provided during registration. The unique identifier helps to verify identity and track application progress.
5. Keep your password confidential and avoid sharing it with anyone to protect your account security.
6. In case you forget your password, utilize the Forgot Password option to reset it.
7. Student/Parent/Legal is also advised to refer to National Scholarship Portal for regular updates.





## Students

My Profile

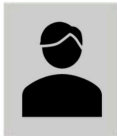
### My Profile

Profile Details

Change Password

#### Profile Details

OTR:- 24010000178137



Name	Relation with Aadhaar
V...a	Self
Mobile Number	Email Id
9...4	g...m
Father's Name	Mother's Name
R...ta	S...
Gender	Aadhaar No.
M...	xxxx...
eKYC-Face Auth	Date Of Birth
<b>Completed</b>	02/08/1990
Aadhaar Seeding	
<b>Not Seeded</b>   <a href="#">Check it now</a>	

Popup in case seeded.

Your Bank Account is seeded with Aadhaar on NPCI Mapper.

OK

Popup in case not seeded.

Your Aadhaar is not seeded with your Bank Account. Contact your Bank branch for the same.

OK



## OTR – Password Reset



## Students

My Profile

### My Profile

Profile Details

**Change Password**

#### Change Password

Current Password

Password

Confirm New Password

Image Captcha

Audio Captcha

HTR4MF



Enter Captcha Code\*

Cancel

Update

#### Note:-

1. One Time Registration (OTR) is mandatory for applying for various scholarship schemes on National Scholarship Portal/other portals.
2. Active mobile number is mandatory for OTR.
3. Any wrong/false information may lead to rejection.
4. Student/Parent/Legal guardian is advised to submit her active mobile number and e-mail address in the OTR registration form. All correspondence/communication will be done on the submitted mobile/e-mail only.
5. Student is advised to refer to National Scholarship Portal for regular updates.



## **OTR - Change mobile no.**

**(Useful for students whose communication  
mobile number is not functional.)**

Go to OTR Login page

Government of India | Ministry of Electronics & Information Technology | Digital India

English

FAQ's | Announcements | Helpdesk

## Students

Click here

← Login Register Change Mobile no.

### Login

New user? [Register yourself](#)

Enter OTR (One Time Registration) no.  
[Text Field] [Forgot OTR?](#)

Password  
[Text Field] [Forgot Password?](#)

Image Captcha  Audio Captcha

NZVNOD [Refresh]

Enter Captcha Code \*

[Text Field]

Cancel Login

### Student login tips

1. Student/Parent/Legal guardian must read the instructions carefully before registration.
2. Student/Parent/Legal is advised to fill all the required details carefully and check properly before submission as correction/editing will not be allowed after submission.
3. Any wrong/false information may lead to rejection.
4. Enter correct OTR number as provided during registration. The unique identifier helps to verify identity and track application progress.
5. Keep your password confidential and avoid sharing it with anyone to protect your account security.
6. In case you forget your password, utilize the Forgot Password option to reset it.
7. Student/Parent/Legal is also advised to refer to National Scholarship Portal for regular updates.

Enter OTR No. > Get OTP > Enter Captcha Code > Click on **Verify**

## Students

← Login Register Change Mobile no.

1. Authentication

2. Update Mobile no.

3. Finish

### 1. Authentication

OTR no.  Reference no.

Enter OTR (One Time Registration) no. \*

Enter OTP \*

Image Captcha  Audio Captcha

Enter Captcha Code \*

#### Instructions

Student/Parent/Legal Guardian can change mobile no. registered in student's OTR/ Reference no. on NSP using below steps:

1. Enter OTR / Reference no. against which registered mobile no. needs to be changed.
2. Provide consent to use Aadhaar based OTP Authentication after clicking Get OTP button.
3. After Successful Aadhaar based OTP authentication, system will prompt you to enter new mobile no. to be registered in OTR/ Reference no.
4. Validate the new mobile no. through OTP authentication.
5. After successful OTP authentication, new mobile no will be registered in OTR/ Reference no.

Enter New Mobile No. > Get OTP > Enter Captcha Code > Click on **Update**

[←](#) [Login](#) [Register](#) **Change Mobile no.**

1. Authentication

2. Update Mobile no.

4. Finish

## 2. Update Mobile no.

Enter New Mobile no.\*

Enter OTP \*

Image Captcha

Audio Captcha



Enter Captcha Code \*

Cancel

Update

### Instructions

Student/Parent/Legal Guardian can change mobile no. registered in student's OTR/ Reference no. on NSP using below steps:

1. Enter OTR / Reference no. against which registered mobile no. needs to be changed.
2. Provide consent to use Aadhaar based OTP Authentication after clicking Get OTP button.
3. After Successful Aadhaar based OTP authentication, system will prompt you to enter new mobile no. to be registered in OTR/ Reference no.
4. Validate the new mobile no. through OTP authentication.
5. After successful OTP authentication, new mobile no will be registered in OTR/ Reference no.



# **OTR** Guidelines for renewal students of AY 2024-25



### **A. Instructions to the students who had performed face authentication in AY 2023-24 and have received the OTR no.**

1. NSP earlier launched the face-authentication service in AY 2023-24 and it was optional for the students to perform their face authentication.
2. NSP has generated the One Time Registration (OTR) no. for the students who have performed the face-authentication in AY 2023-24 and the same has been sent to the applicant through SMS on their registered mobile no.
3. Students who have received the OTR no. can directly apply for scholarship on CG Post-Matric Scholarship Portal.
4. In case, the student has not received the OTR number through SMS, OTR no. can be retrieved using **“Forgot OTR?”** option under **OTR Login window** available on National Scholarship Portal.



## **B. Instructions to the students who did not perform face authentication in AY 2023-24**

1. NSP has generated the reference no. to the students who have completed the OTP based eKYC and have not completed their face-authentication in AY 2023-24.
2. OTR no. can now be obtained by completing face-authentication on NSP.
3. Following steps are required to generate the OTR no.:
  - a. Download and install AadhaarFaceRD services in the android device. (link: <https://play.google.com/store/apps/details?id=in.gov.uidai.facerd>)
  - b. Download and install the NSP OTR App from the Google Play Store. (link: <https://play.google.com/store/apps/details?id=in.gov.scholarships.nspotr&pli=1>)
  - c. After opening the NSP OTR mobile App and proceed with the option “eKYC with FaceAuth” to complete face authentication process and obtain OTR.



**Thanks!**

