

General Instructions

As per the Notification issued by Directorate of Tribal Welfare, Govt. of Tripura vide No. F. 14-336(2)/TW/STIPEND/OTFS/2020-21/10420 dated 15/07/2021, the 2nd sentence of the **sub point (ii) of point A** states “**2nd instalment will be paid on production of pass certificates of 1st year course**”.

- The Pass Certificates of 1st Year shall be in the form of **Mark sheet/Mark statement**.
- Only students/beneficiaries who had passed their **2st Semester/1st year Exam** will entitle for the 2nd Instalment. If any students/beneficiaries fail to pass their **2nd Semester/1st year Exam**, the application will be automatically rejected.
- Students having **semester wise exam** shall produce **2nd semester marksheet/ mark statement** of their course.
- Students having **Year wise exam** shall produce **1st year marksheet/ mark statement** of their course.
- Students whose exam has not been conducted due to delay of examination by the University shall upload a declaration signed by the concerned Institution as per the prescribed **FORMAT (click here for downloading the format)** at the **same file uploading option of Mark sheet**. Failure to submit the declaration will automatically amount to rejection for the benefit of One Time Financial Support (OTFS). The 2nd Instalment of such beneficiaries **will only be sanctioned** after completion of exam and producing the Marksheet/Mark statement before 30th June 2022.
- Any student who fail to apply by uploading the Marksheet/ Declaration at the Online Application portal will automatically be rejected.

FORMAT

(Letter Head of the Institution)

Letter No.

Date:

DECLARATION

I hereby declare that _____ (name of the student),

S/o, D/o : _____ (Mother's name) is currently pursuing _____
_____ (name of the course) from _____ year
(admission year).

Whereas this Institution is affiliated by the name _____
(name of the Institute) under _____ (University/Board).

Whereas the _____ (University/Board) has not
conducted the 1st Year/2nd Semester Exam during the year 2021 due to _____
_____ (reason of delay of Examination).

Signature of Student: _____

Signature of Head of Department: _____

Full Name:

Course:

NSP ID:

Designation:

Dept: