

## **Instructions for the applicants Applying for Manohar Parrikar Goa Scholars Scheme 2025-26**

### Procedure to Apply

1. Visit the DHE website. Go to Schemes. Click on Manohar Parrikar Goa Scholars Scheme. Click on the link to SUGAM Portal
2. Upon clicking the link, applicants will be redirected to the login page on the SUGAM Portal.
3. You are required to register yourself using your Aadhar No., Email ID and Mobile No. (Please note that only one application can be submitted using the said details. Hence, applicants are requested to make sure that his/her application is complete in all aspects before the final submission).
4. On successful registration, select the 'Manohar Parrikar Goa Scholars Scheme' service on the SUGAM dashboard.
5. Applicants will now be logged-in on the Goa Scholar Portal. Fill in all the data in each of the sections.
6. Lastly, applicants will be redirected for e-signing their application using their Unique 12-digit Aadhaar No. Enter the OTP received on your registered Mobile No. and submit.
7. Preview the form before final submission.
8. Submit the application form by pressing the 'Submit' button. **(Last date for online submission is 17<sup>th</sup> April 2026, 5.00 pm (IST)).** The Online form filling facility will be closed after the cut-off time.
9. Upon successful submission of the application, a confirmation email will be sent to the applicant.
10. Applicants can then go to 'Dashboard' tab on the Goa Scholar Portal and download the application submitted by you.
11. Print this downloaded application document as it is.
12. Send the hard copy of the downloaded application document to the Directorate of Higher Education, Goa Education Complex, Alto-Porvorim, Goa 403 521 by post/courier. The same may also be hand delivered to the Office on or before **30<sup>th</sup> April 2026, 5.00 p.m [IST].**
13. After the scrutiny of the data and documents by the Screening Committee, the list of candidates shortlisted for the interview will be uploaded on the DHE website.
14. Discrepancies if any in the submission will be conveyed via email.
15. Applicants are required to visit the DHE website and the SUGAM Portal to check the status of their application and also their email for updates.