

Azim Premji Scholarship

Scholarship Portal

User Manual

Offer Acceptance

January 2025



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1. The entire process for **Azim Premji Scholarship** is completely online. Link to the application form is available on the [Azim Premji Foundation](#) website.
2. Applicant can also complete this entire process from the **browser of your smart phone**.
3. Please note that, in case submission of any additional documents are needed, Azim Premji Foundation will be communicating it only through SMS on your registered mobile number. Hence, it is important that the applicant keeps their registered mobile number updated on the Scholarship Portal and monitor it regularly for any SMS from us.
4. Also, the Foundation does not charge any fee at any stage of the scholarship application process. Beware of impostors who make such statements. We request you to exercise caution and not fall prey to such scams.
5. Please continue to visit the website for updates regarding the Azim Premji Scholarship.

II. SMS Request For Accepting Offer

5:31 pm

Hello [REDACTED] Your Application
APS-[REDACTED] has been shortlisted
for further processing. Please visit our
website to log in and update the
required information within 10 days to
avoid rejection of your application.
-Azim Premji Scholarship

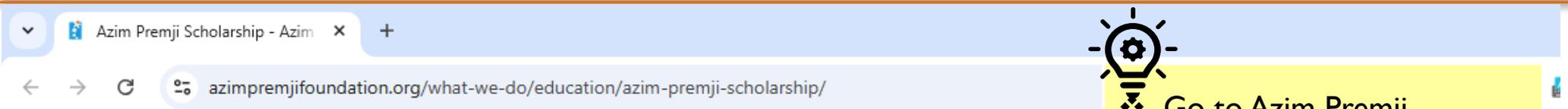
5:31 pm

*SMS Request for
Accepting Offer*



- ❖ If your application has been shortlisted, you will receive an SMS regarding this on your registered Mobile Number.
- ❖ Please visit the website and log in to the Scholarship Portal to **accept offer by submitting the required documents.**
- ❖ Please complete this step within **10 days (including Saturday, Sunday and holidays)** of receiving this SMS. Failing to do so, will result in cancellation of this Scholarship Offer.

III. Scholarship Portal Login (1/2)



- ❖ Go to Azim Premji Foundation website
- ❖ Go to Azim Premji Scholarship Page
- ❖ Scroll down to “Login” button
- ❖ You can read document guidelines here.



WHO WE ARE ▾

WHAT WE DO ▾

WORK WITH US

RESOURCES ▾

Note: All documents must be either system generated or printed on official letterhead (College with a seal and signature of the relevant authority)

- A passport-size photograph with a plain background (taken within last 6 months)
- Scanned documents should be clearly visible. It should not have any added elements such as emojis or stamp of the camera/app being used.
- The Scholarship Portal will accept documents only in PDF/PNG/JPG/JPEG format; file size should be less than 1.5 MB.

Login ↗

Click here to log in to the Scholarship Portal

Note: The Foundation does not charge any fee at any stage of the scholarship application process. Beware of impostors who make such statements with the intent to cheat. Students are requested to exercise caution and not fall prey to such scams.

➔ Azim Pre

➔ Azim Pre

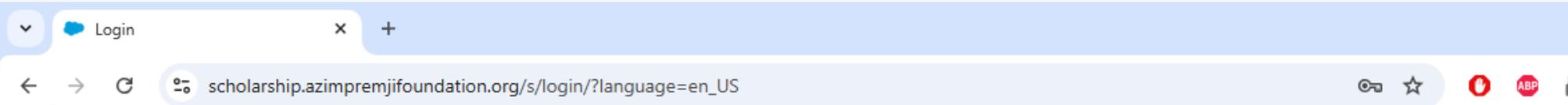
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➔ Jobs in !

III. Scholarship Portal Login (2/2)



- ❖ Your username will be first 4 letter of your first name and last 4 digits of your AADHAAR Number or Class 10 Roll Number.
- ❖ To reset your password, click on “Forgot your password”.

Your username will be first four letters of your first name and last four digits of your Aadhaar number or Class 10 roll number.

For e.g applicant named Bharati with Aadhaar ending in 4321, the username would be: bhar4321

आपका यूजरनेम आपके नाम के पहले चार अक्षर और आपके आधार नंबर या कक्षा 10 के रोल नंबर के आखिरी चार अंकों से बनेगा। उदाहरण के लिए, अगर आवेदक का नाम भारती है और उनके आधार नंबर के आखिरी चार अंक 4321 हैं, तो यूजरनेम होगा: bhar4321

Username

Password

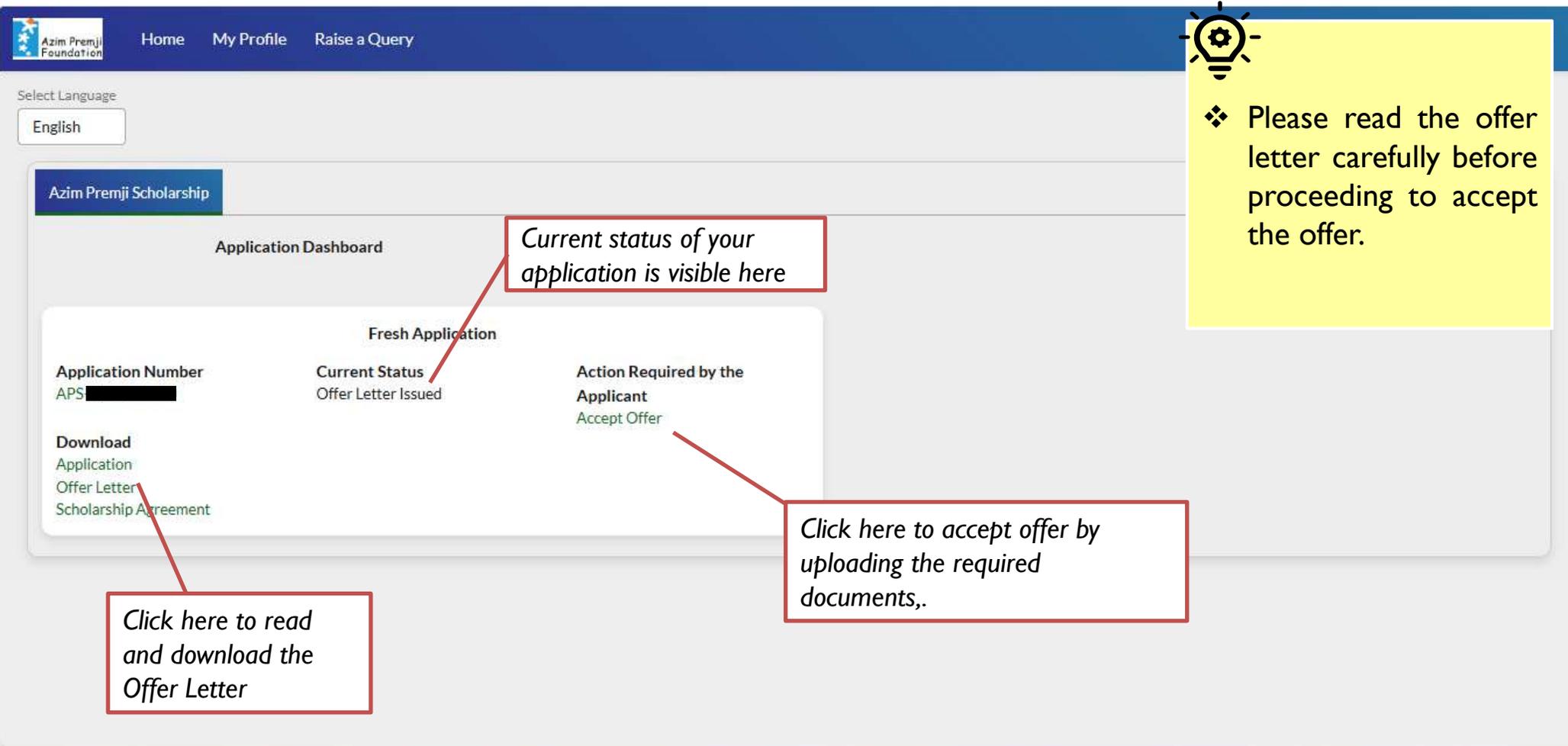
Login

[Forgot your password?](#)

[Do not have a login?](#)

Fill in your username & password and click on “Login”

IV. Application Dashboard



The screenshot shows the Azim Premji Scholarship Application Dashboard. At the top, there is a navigation bar with 'Home', 'My Profile', and 'Raise a Query'. Below this is a language selection dropdown set to 'English'. The main content area is titled 'Azim Premji Scholarship' and 'Application Dashboard'. It features a table with the following data:

Application Number	Current Status	Action Required by the Applicant
APS [REDACTED]	Offer Letter Issued	Accept Offer

Below the table, there is a 'Download' section with links for 'Application', 'Offer Letter', and 'Scholarship Agreement'. A yellow callout box with a lightbulb icon contains the text: 'Please read the offer letter carefully before proceeding to accept the offer.' Three red callout boxes provide further instructions: one points to the 'Current Status' column with the text 'Current status of your application is visible here'; another points to the 'Accept Offer' link with the text 'Click here to accept offer by uploading the required documents,.'; and a third points to the 'Offer Letter' link with the text 'Click here to read and download the Offer Letter'.

V. Document Specifications

The applicant must submit **CLEAR, READABLE, and COLOURED SCANNED FILES** of the following documents:

I. Signature Image	2. Self Attested Bank Account Statement
<ul style="list-style-type: none">❖ A clear scanned copy of signature in JPEG, JPG or PNG format❖ Signature Image shouldn't be a PDF file❖ Please make sure that it contains only the signature, with no unwanted empty space, or labels/stamps, or emojis❖ Should be 300 by 100 pixels in resolution❖ File size should be between 20KB and 1.5MB	<ul style="list-style-type: none">❖ A self-attested, scanned copy of bank account statement of last 1 month.❖ Make sure that the account is in applicant's name and in one of the scheduled commercial banks - Scheduled Commercial Banks❖ Bank account statement should clearly show; applicant's name as the account holder, the account number, and details of the bank such as its IFSC Code, branch name.❖ The Signature on this document should match the Signature Applicant has uploaded in the scholarship agreement.❖ Make sure that the self-attested bank account statement of 1 month is in JPEG/PNG/JPG/PDF format and less than 1.5 MB

VI. Upload Signature and View Signed Scholarship Agreement(1/2)

SCHOLARSHIP AGREEMENT

Upload signature and view the scholarship agreement with signature * 

 Upload Files

Uploaded File: Sample signature.jpg



Please upload your signature here

Hover over the "i" button to read the document specifications

Save and Next

In case the signature is not appearing clearly, close the document and click on the  and upload a correct one

5. Other Terms and Conditions:

- 5.1. During the Scholarship Period you are expected to put in your best efforts to complete your chosen Course.
- 5.2. During the Scholarship Period you are expected to regularly attend classes of your chosen Course.
- 5.3. During the Scholarship Period, you shall not indulge in any criminal, illegal or unethical practices.
- 5.4. It is hereby clarified that being entitled to this Scholarship does not entitle you towards any present or future relationship with the Foundation, in any capacity whatsoever.

6. Modifications to the Scholarship and Termination:

- 6.1. Foundation reserves the right to offer/withdraw/modify/reject or make any other changes to this Scholarship Agreement, at its sole discretion, without assigning any reason.
- 6.2. Foundation reserves the right to terminate the Scholarship and this Agreement, under the following circumstances -
 - 6.2.1. You discontinue the Course pursuant to which the Scholarship was awarded.
 - 6.2.2. You furnish falsified information to the Foundation.
 - 6.2.3. You willfully misrepresent or commit a breach of the terms of this Scholarship award.
 - 6.2.4. For any other reason as determined by the Foundation, at its discretion.

By affixing your signature herebelow, you acknowledge the acceptance of the Scholarship and agree to be bound by the terms hereof from the date of signing.

Yours Sincerely

Signature
Azim Premji Foundation

Endorsement:
Name of Scholarship Awardee: Shital Sarda
Date: 20/06/2024
Place: Old Subhash Nagar
Signature of Scholarship Awardee:



Close
Download PDF



- ❖ Uploading signature will automatically sign the scholarship Agreement.
- ❖ Make sure that document is in PDF, JPEG, PNG or JPG format and adhere to the guidelines.
- ❖ Please do not upload a PDF file as signature image

Applicant can download a copy of the Scholarship Agreement, then close the document and click on **Save and Next**

VI. Upload Signature and View Signed Scholarship Agreement(2/2)



1 April 2024

Applicant's name and Application ID

To,
Shikha Sarita
A/PF-0000019028
Old Subhash Nagar
Dear Shikha Sarita,

AZIM PREMJI SCHOLARSHIP AGREEMENT

Subject: Award of 'Azim Premji Scholarship'

We are pleased to inform you that you have been selected for the Azim Premji Scholarship ("Scholarship") by Azim Premji Foundation ("Foundation"). The Scholarship intends to provide financial support to selected recipients who are pursuing a full-time undergraduate education program or select diploma programs ("Course") in a government college/university/specialized private college. The Scholarship award is subject to the terms and conditions detailed below.

1. **Term:**
The duration of the Scholarship shall be for a period of 3.0 years commencing from 01/05/2024 ("Scholarship Period"), unless otherwise terminated by the Foundation. Extension of the Scholarship beyond the Scholarship Period shall be at the sole discretion of the Foundation.
2. **Scholarship Amount:**
During the Scholarship Period, you shall be eligible to receive a scholarship amount of **Rs.30,000/- (Rupees Thirty Thousand Only)** per annum ("Scholarship Amount") subject to renewal every year.
3. **Purpose:**
The Scholarship Amount shall be utilized for any expense incurred by you for the completion of the Course such as tuition fees or any other expenses incidental to your ongoing higher education.
4. **Disbursement of Scholarship Amount:**
 - 4.1. Disbursement of the Scholarship Amount shall be done in installments (either yearly or Semester in advance) to your bank account.
 - 4.2. Disbursement of the Scholarship Amount, during the Scholarship Period, for Academic Years/Semesters subsequent to the first Academic Year or Semester shall be done only upon fulfillment of the following conditions:
 - 4.2.1. Your completion of the previous Academic Year/ Semester.
 - 4.2.2. Your continuation of the Course.
 - 4.2.3. Submission of documents such as completion/pass certificate/grade verification, proof of continuation of your Course advised by the Head of the "Higher Education Institution" and other such documents as may be requested by the Foundation.
 - 4.3. In the event that you discontinue the Course, no further disbursements of the Scholarship Amount shall be made for the remainder of the Scholarship period and the Scholarship award shall stand terminated.
5. **Other Terms and Conditions:**
 - 5.1. During the Scholarship Period you are expected to put in your best efforts to complete your chosen Course.
 - 5.2. During the Scholarship Period you are expected to regularly attend classes of your chosen Course.
 - 5.3. During the Scholarship Period, you shall not indulge in any criminal, illegal or unethical practices.
 - 5.4. It is hereby clarified that, being entitled to this Scholarship does not entitle you towards any present or future relationship with the Foundation, in any capacity whatsoever.
6. **Modifications to the Scholarship and Termination:**
 - 6.1. Foundation reserves the right to alter/modify/replace or make any other changes to this Scholarship Agreement, at its sole discretion, without assigning any reason.
 - 6.2. Foundation reserves the right to terminate the Scholarship and this Agreement, under the following circumstances -
 - 6.2.1. You discontinue the Course pursuant to which the Scholarship was awarded.
 - 6.2.2. You furnish falsified information to the Foundation.
 - 6.2.3. You willfully misrepresent or commit a breach of the terms of this Scholarship award.
 - 6.2.4. For any other reason as determined by the Foundation, at its discretion.

By affixing your signature herewith, you acknowledge the acceptance of the Scholarship and agree to be bound by the terms herein from the date of signing.
Yours Sincerely



Azim Premji Foundation

Ensure that your signature appears clearly

Endorsement:
Name of Scholarship Awardee: Shikha Sarita
Date: 28/01/2025
Place: Old Subhash Nagar

Signature of Scholarship Awardee:

Applicant can click on 'Download' and save the copy of the signed scholarship agreement

You can click on 'close' and go back to the portal

Azim Premji Foundation, 134 Doddakannelli, Next to Wipro Corporate Office, Sarjapur Road, Bangalore 560 035
Phone: 080 66144900/01/02 Fax: 080 66144503 Website: www.azimpremjifoundation.org CIN - U59090KA2001NPL028740

Close Download PDF

VII. Fill Bank Account Details and Upload Bank Account Statement

Hover over 'i' button to read IFSC specifications



- ❖ Make sure that the self-attested bank account statement of 1 month is in JPEG/PNG/JPG/PDF format and less than 1.5 MB
- ❖ IFSC code should be 11 digits, and its 5th character must be a 0

BANK DETAILS

Account Holder's Name*

Bank Name*

Bank Account Number*

Bank IFSC Code*

Branch Name*

Confirm Bank Account Number*

Complete this field.

Make sure that the A/C No. is accurate

Upload Self-Attested Bank Account Statement*

Uploaded File: sjd.pdf

Click on 'i' to see specifications of the document

(NOTE: Please upload bank account statement with account holders name, bank name and IFSC code clearly readable)

I agree to the terms and conditions outlined in the scholarship agreement. I confirm that the bank details and all other information provided by me are true and correct. I understand that any false or incorrect information may result in the rejection of my scholarship application, and I consent to the use of my bank details for the disbursement of scholarship funds.

Upload the self attested bank account statement

After checking the box, Click on **Submit** to complete the submission process

VIII. Confirmation of Offer Documents Submission



Unread
Friday • 4:48 pm

Hello [REDACTED], Document submitted successfully for Application ID APS [REDACTED] -Azim Premji Scholarship

SMS Received for Document Submitted Successfully

- ❖ Once you click on the “Submit” button, you will receive an SMS like this.
- ❖ This means your signature and bank details have been successfully submitted.

Fresh Application		
Application Number	Current Status	Action Required by the Applicant
APS-0000001510	Offer Documents Under Review	None
Download Application		
Offer Letter		
Scholarship Agreement		

After the submission, Current Status will change as 'Offer Documents Under Review'

