How to Generate an OTR Number for the National Scholarship Portal (NSP).

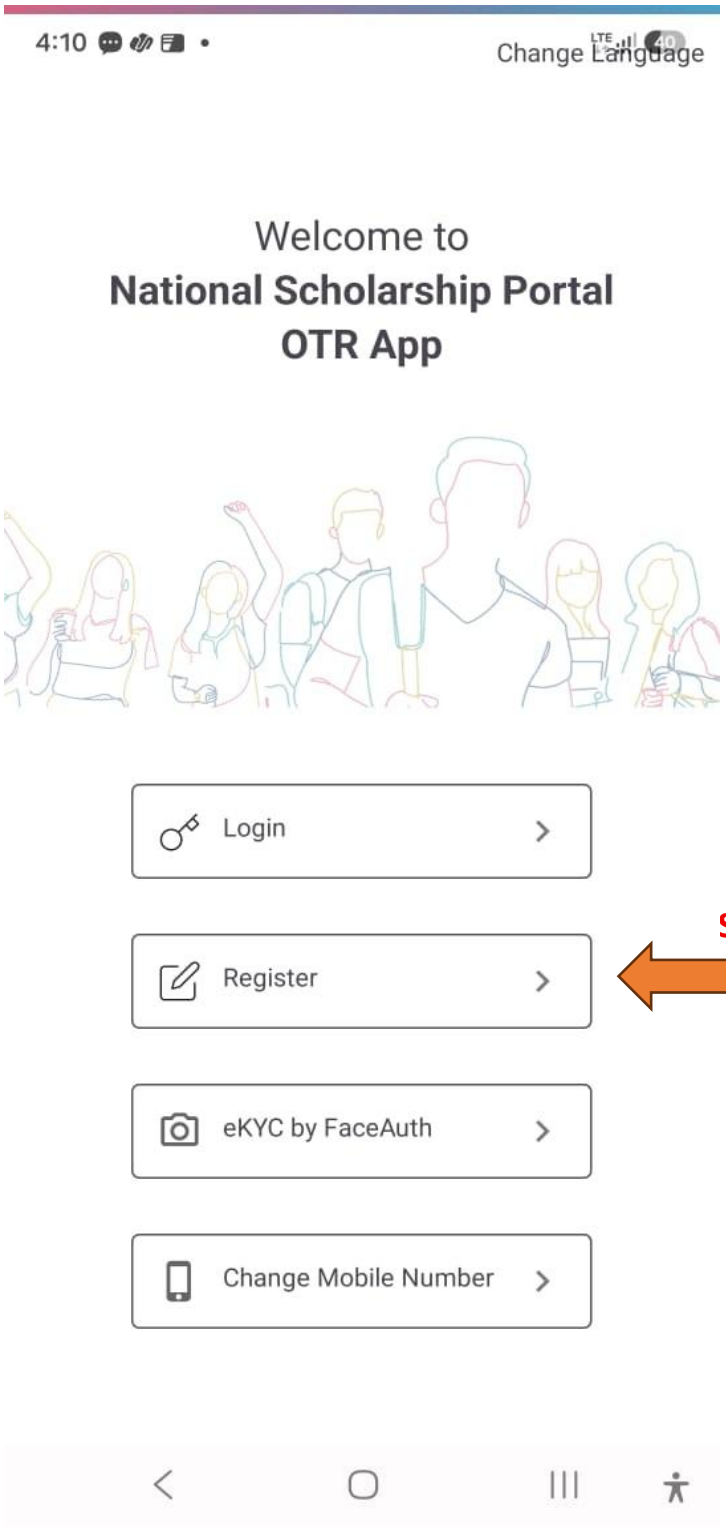
Prepared for Students.

A Step-by-Step Procedure to Generate an OTR Number using an Android Mobile.

Download and install the following two apps from the Google Play Store on your mobile phone.

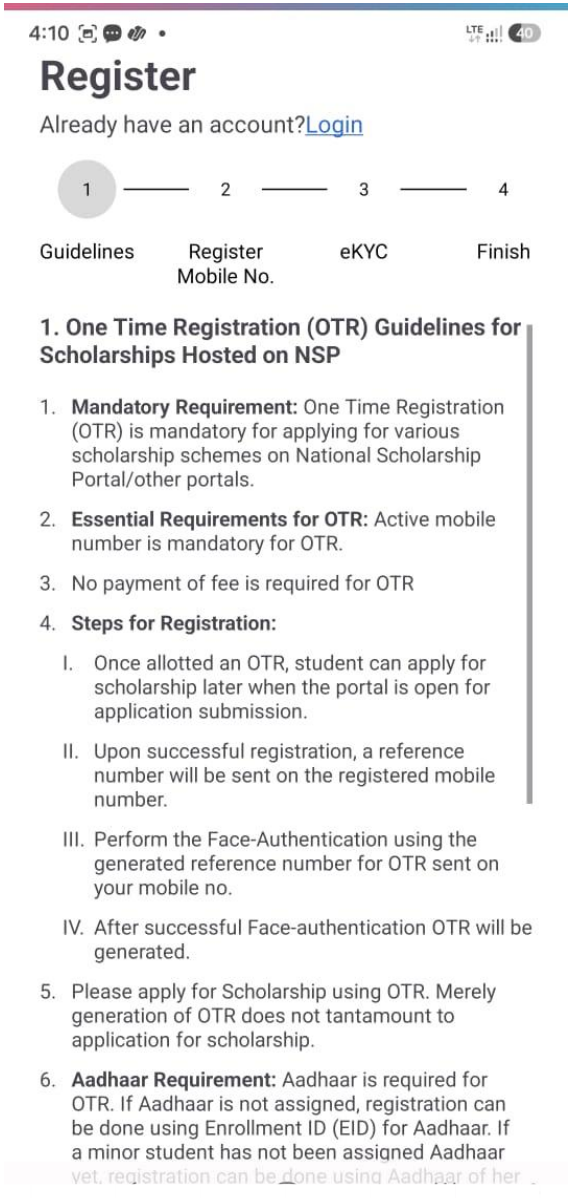
Sr. No.	App Name	Sign
01	NSP OTR https://play.google.com/store/apps/details?id=in.gov.scholarships.nspotr	
02	AadhaarFaceRD https://play.google.com/store/apps/details?id=in.gov.uidai.facerd	

Open NSP OTR app on your mobile.



Select Register

Read the instructions carefully.



4:10

Register

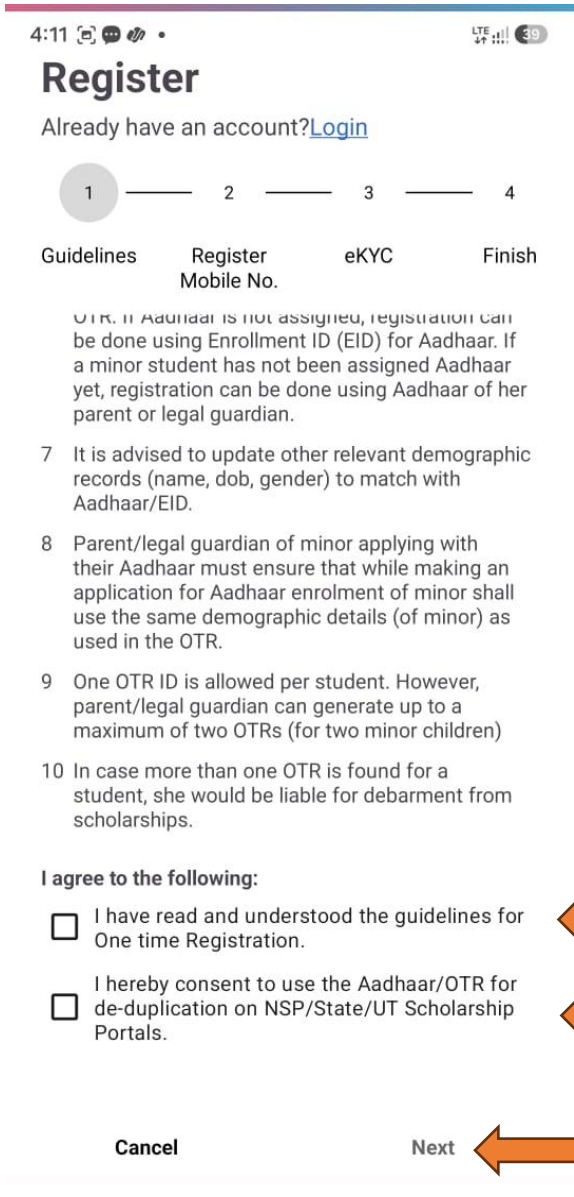
Already have an account?Login

1 — 2 — 3 — 4

Guidelines | Register Mobile No. | eKYC | Finish

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

1. **Mandatory Requirement:** One Time Registration (OTR) is mandatory for applying for various scholarship schemes on National Scholarship Portal/other portals.
2. **Essential Requirements for OTR:** Active mobile number is mandatory for OTR.
3. No payment of fee is required for OTR
4. **Steps for Registration:**
   - I. Once allotted an OTR, student can apply for scholarship later when the portal is open for application submission.
   - II. Upon successful registration, a reference number will be sent on the registered mobile number.
   - III. Perform the Face-Authentication using the generated reference number for OTR sent on your mobile no.
   - IV. After successful Face-authentication OTR will be generated.
5. Please apply for Scholarship using OTR. Merely generation of OTR does not tantamount to application for scholarship.
6. **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



4:11

Register

Already have an account?Login

1 — 2 — 3 — 4

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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.

7 It is advised to update other relevant demographic records (name, dob, gender) to match with Aadhaar/EID.

8 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.

9 One OTR ID is allowed per student. However, parent/legal guardian can generate up to a maximum of two OTRs (for two minor children)

10 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.

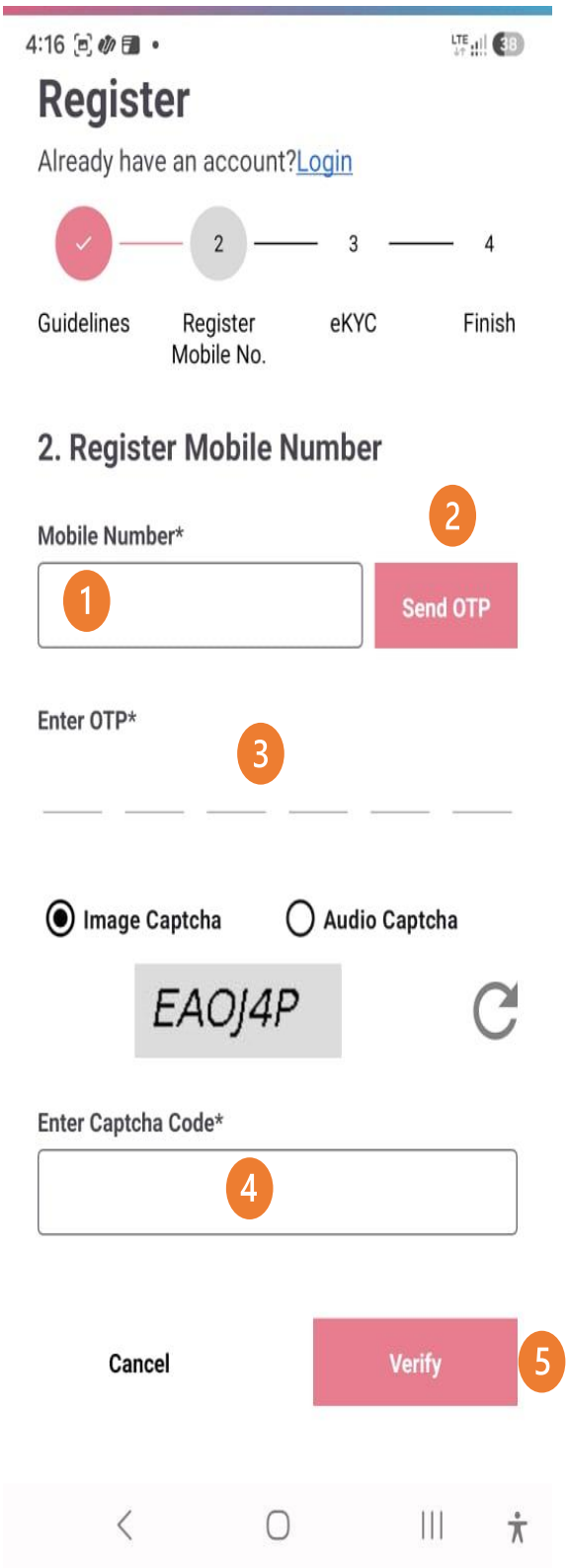
Click on it and select

☐ I hereby consent to use the Aadhaar/OTR for de-duplication on NSP/State/UT Scholarship Portals.

Click on it and select

Cancel **Next**

Select Next



1

Enter the mobile number linked to your Aadhaar number.

2

Click on Send OTP.

3

Enter the OTP received on the mobile number linked to your Aadhaar number.

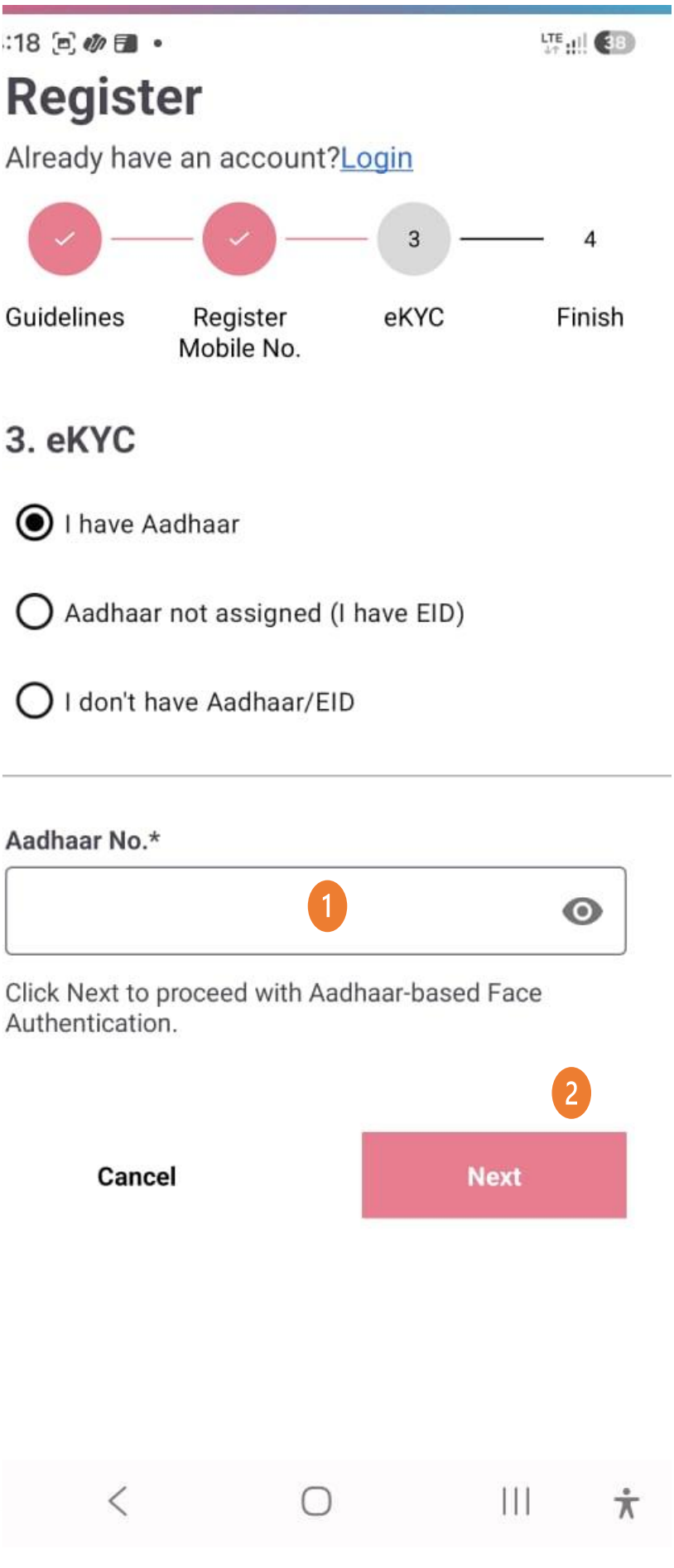
4

Enter the Captcha Code.

Note: The mobile keyboard may cover the Captcha on the screen. Therefore, first note down the Captcha characters on paper and then enter them correctly.

5

Click on Verify button.

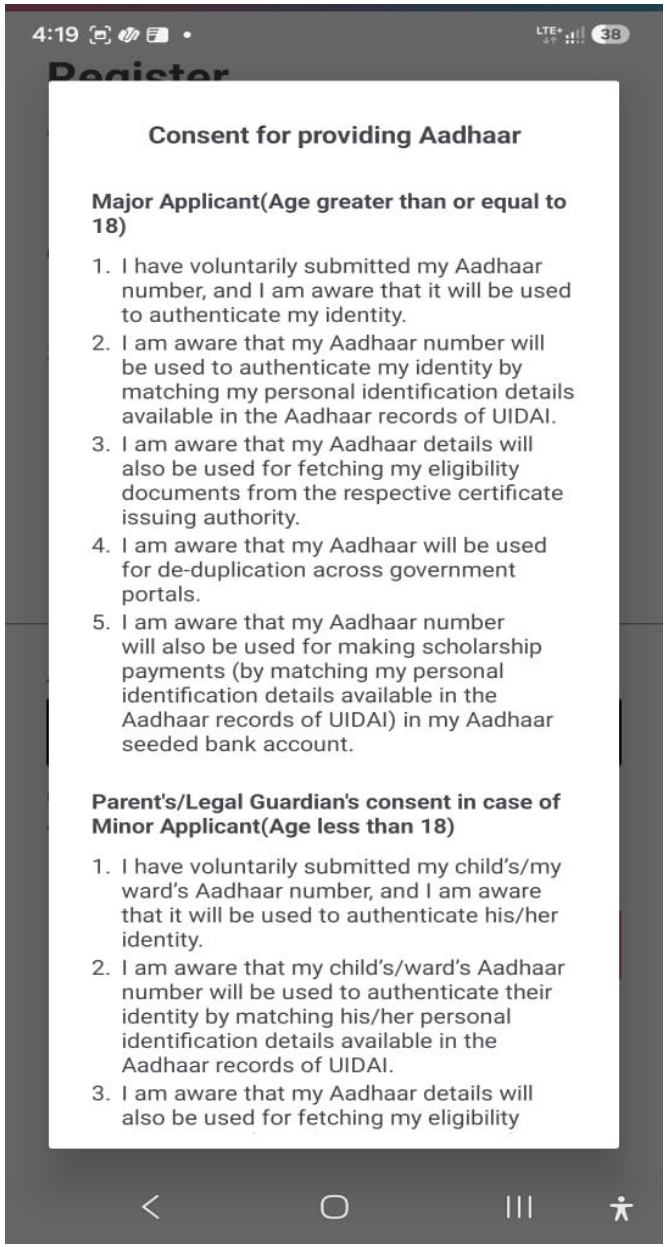


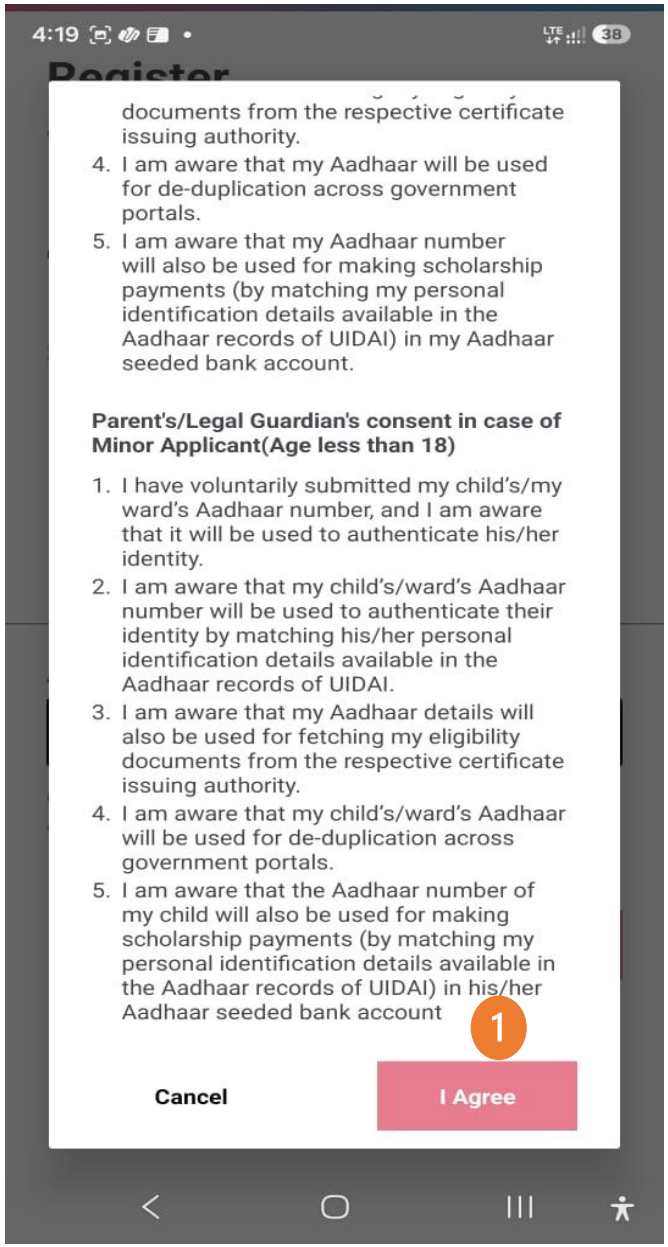
1

Enter your Aadhaar number.

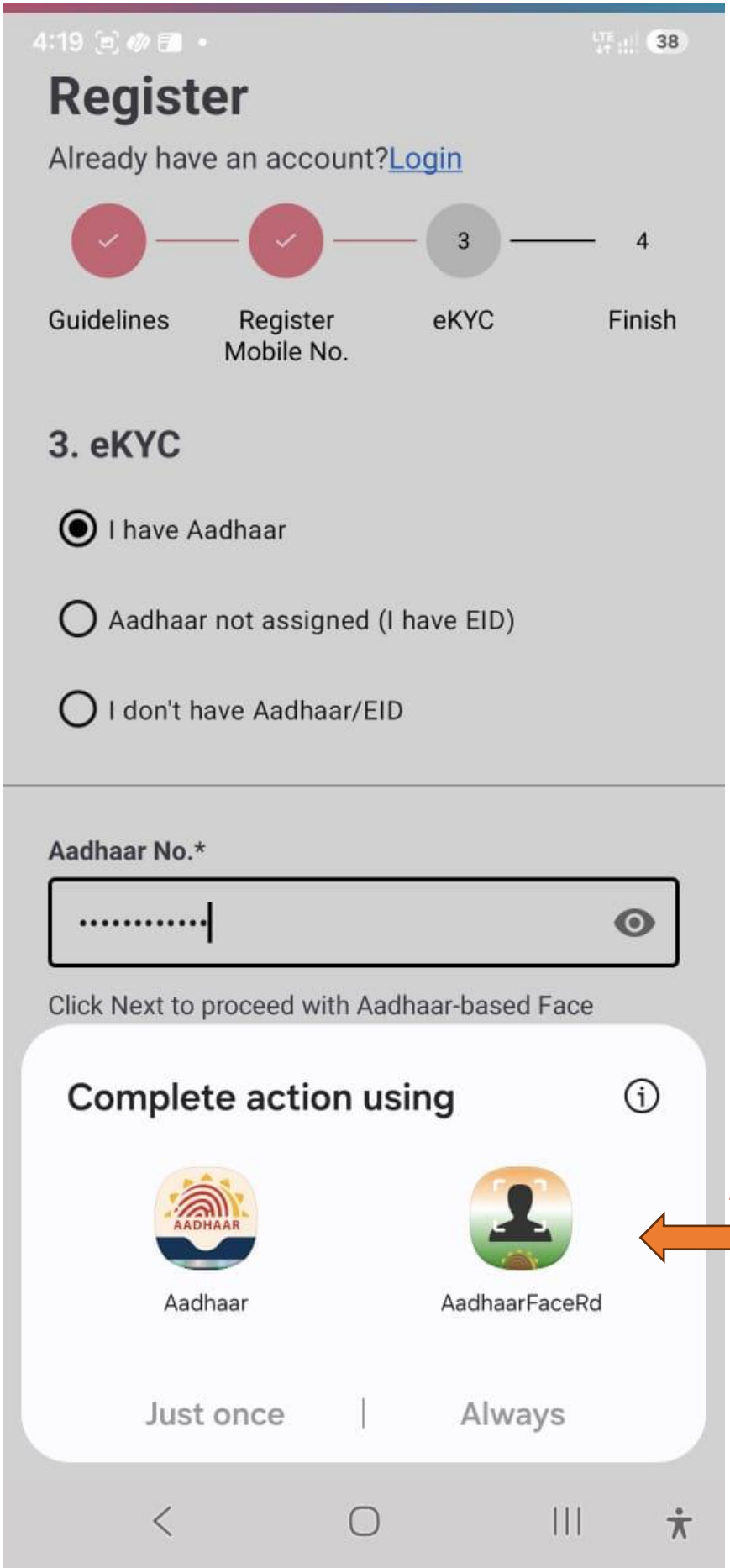
2

Click on Next.

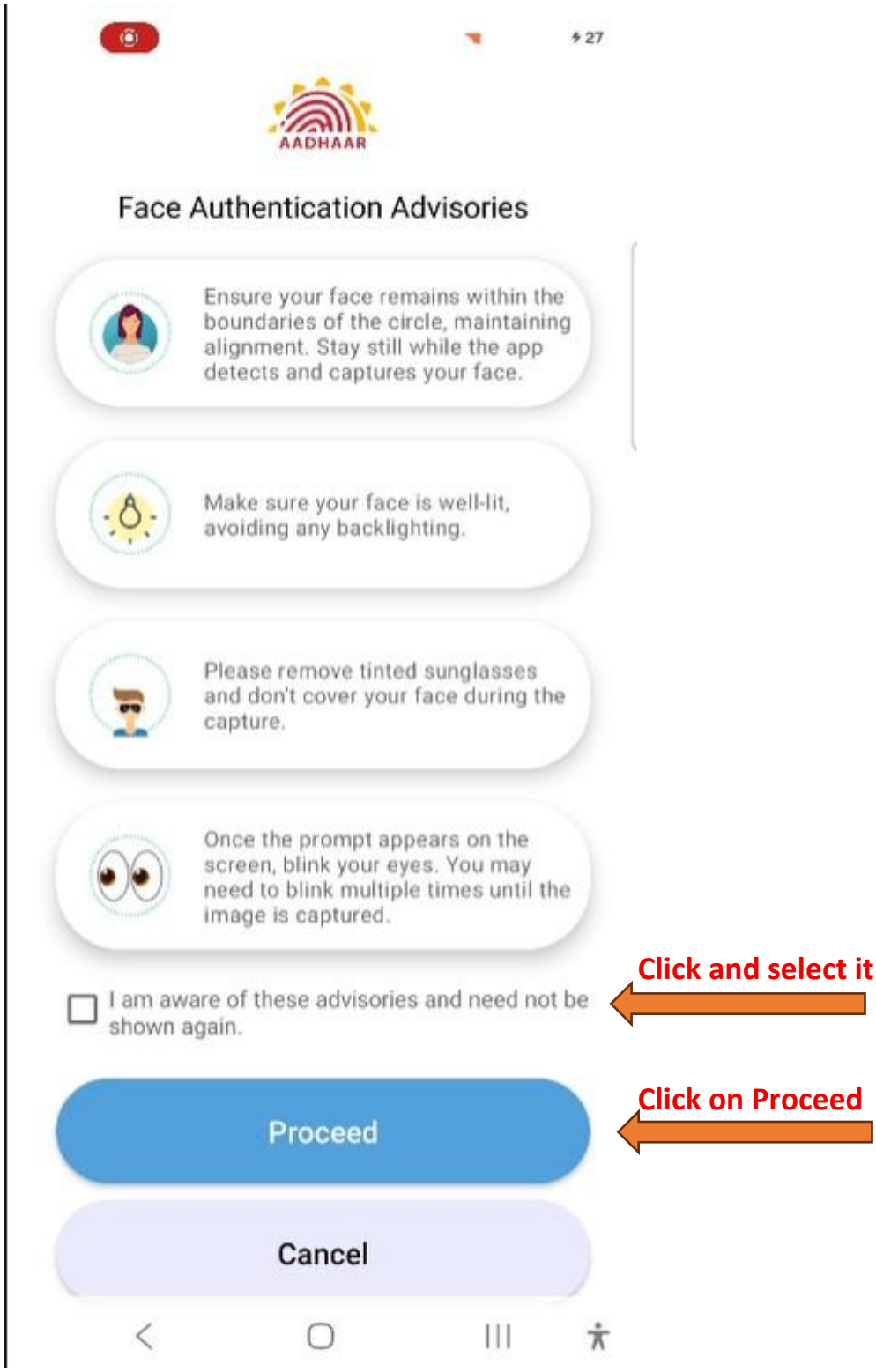


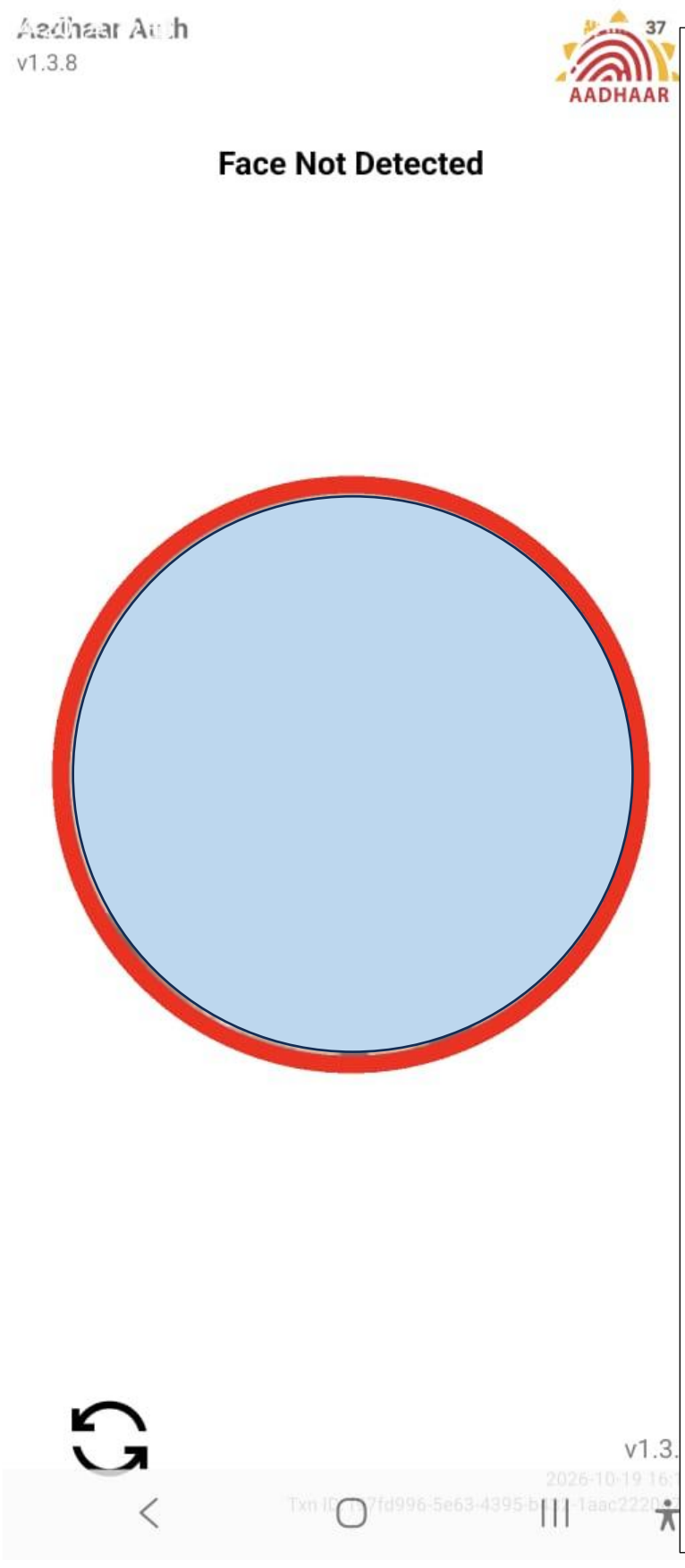


1 Select I Agree



Select AadhaarFaceRD


AADHAAR
Face Authentication Advisories
Ensure your face remains within the boundaries of the circle, maintaining alignment. Stay still while the app detects and captures your face.
Make sure your face is well-lit, avoiding any backlighting.
Please remove tinted sunglasses and don't cover your face during the capture.
Once the prompt appears on the screen, blink your eyes. You may need to blink multiple times until the image is captured.
I am aware of these advisories and need not be shown again.
Click and select it
Proceed
Click on Proceed
Cancel

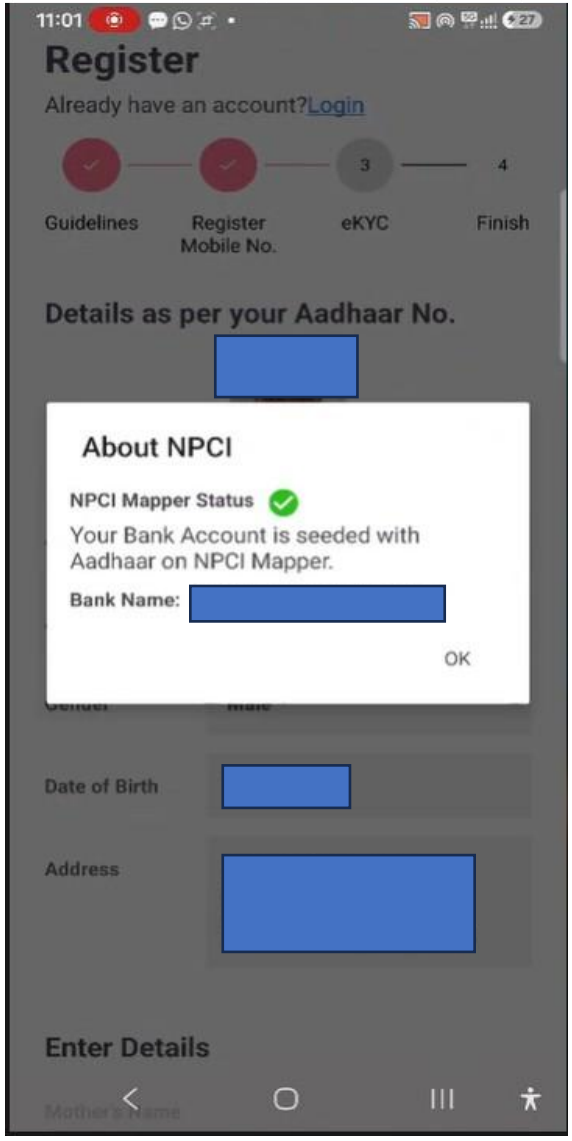


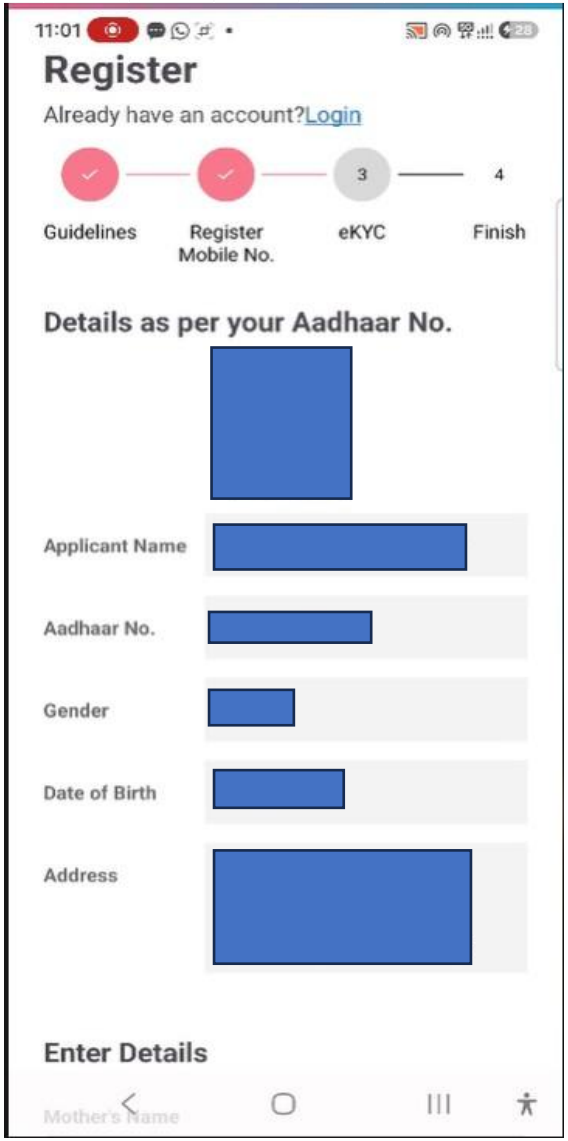
After clicking on AadhaarFaceRD option shown on previous page, your mobile phone's front camera will start automatically.

Positioning:

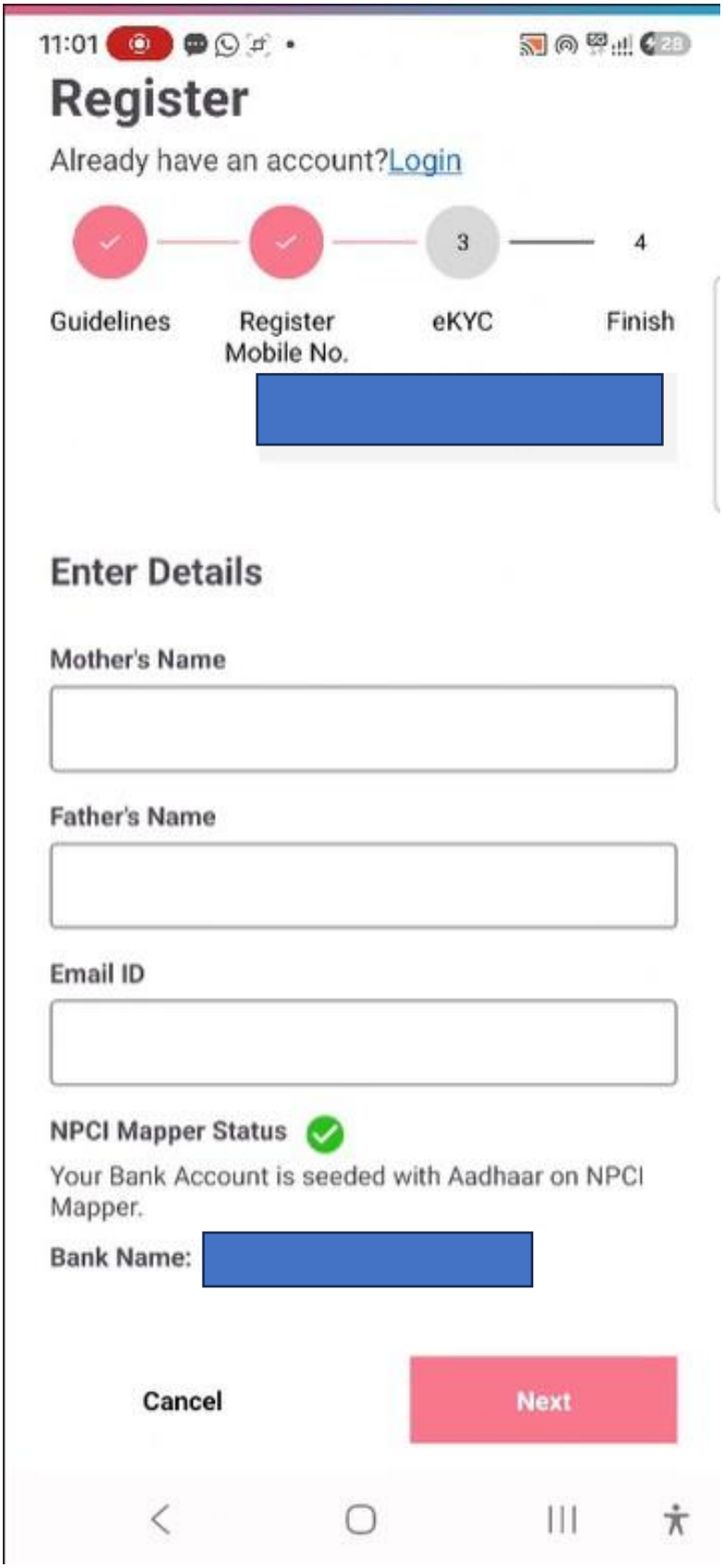
- Look straight and position your entire face clearly inside the frame on the screen.
- Keep a neutral expression with your eyes open and mouth closed.
- Stay still during the scan.
- Follow on-screen prompts, which may ask you to blink your eyes once or hold steady until the capture completes.

Once the scan is verified, the host application will automatically process your authentication.





Scroll up the screen and fill in the details displayed on the next screen, such as your mother's name, father's name, email ID, etc.

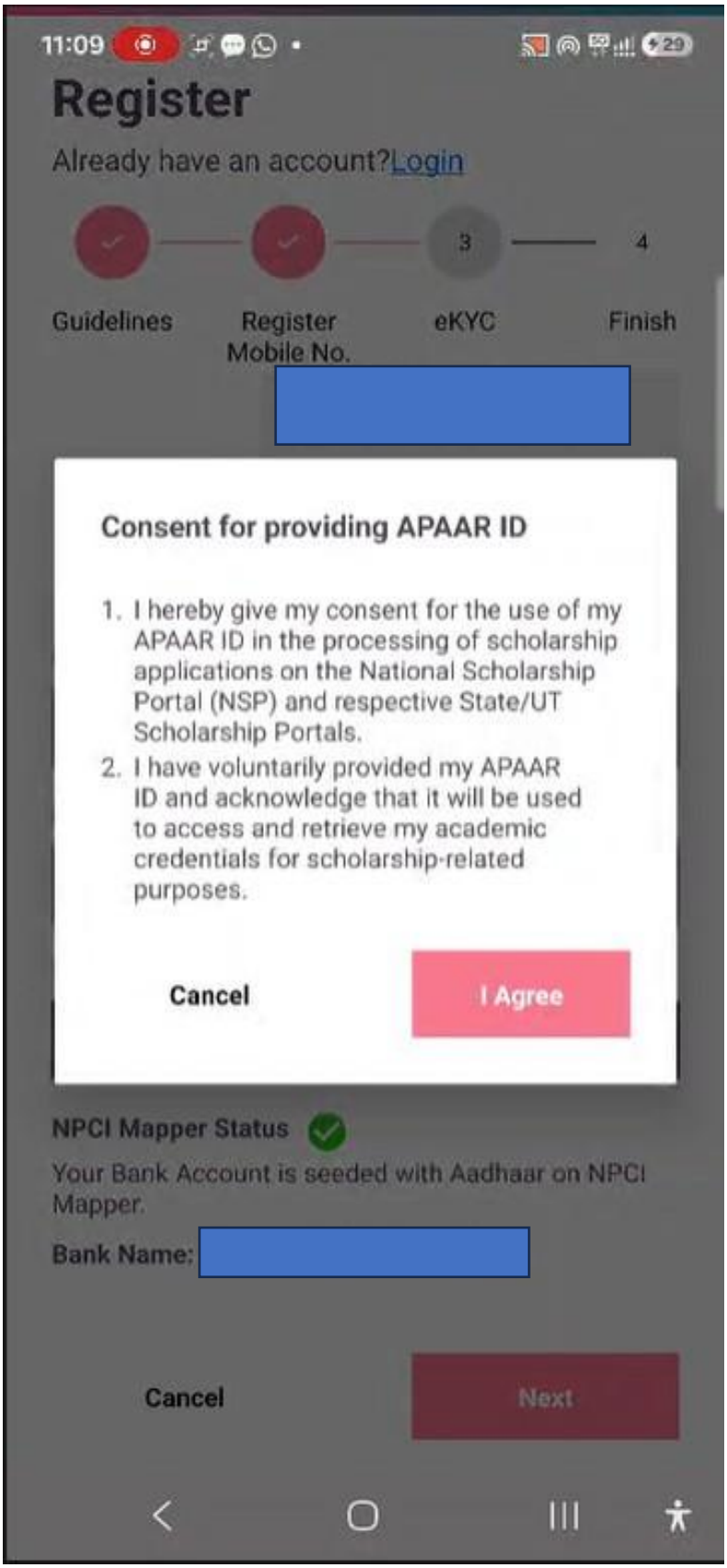


Enter only the first name of your mother and father, as instructed.

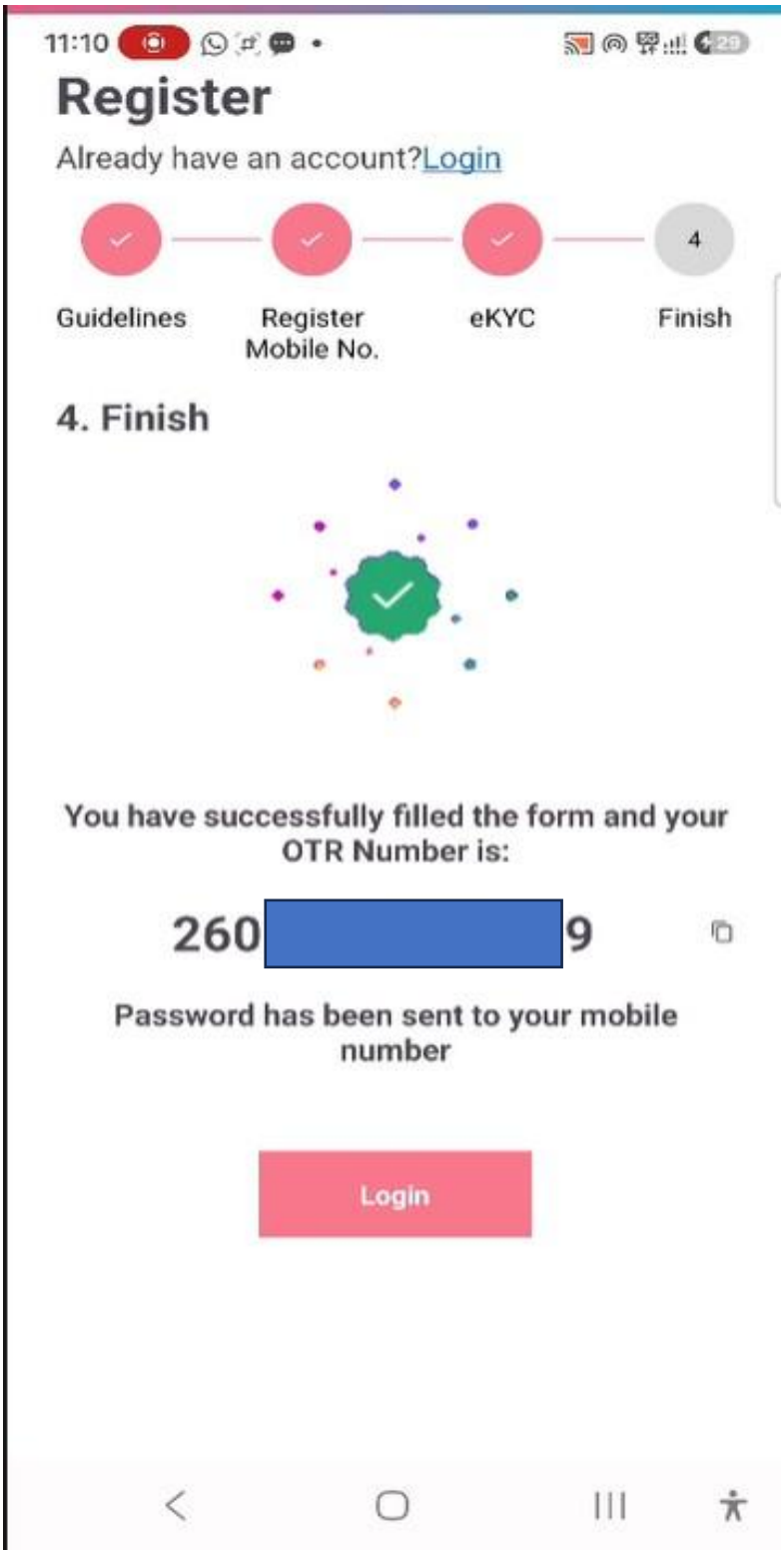
Then, enter your email ID correctly.

Finally, click on Next.

Select I Agree Option



Your OTR generation process is now complete. Note down your OTR number carefully, as you will need it to log in to the NSP portal.



Thanks.....!