

# User Guide to fill Online NMMS Application form

## USER NAME AND PASSWORD ARE SAME

### (YOUR DISE CODE) (Change password after first attempt)

**Step 1.** Open **www.bse.ap.gov.in**

**Step 2.** Click on “NMMS” (Rounded in red color) in the web page. Then the following screen appears



**Step 3.** Click on **NMMS 2025 Online Application** (Rounded in red color). Then the following screen appears

The screenshot shows the login page for the National Means - Cum - Merit Scholarship Scheme Examination. The 'LOG IN' section has two input fields: 'School U\_DISE Code' and 'Password', both of which are highlighted with red circles. Below these fields is a 'Log In' button, also highlighted in red. To the right of the login fields is a link that says 'Forgot Password : Use You'. On the left side of the page, there is a table with 'DUE DATES' and a section titled 'II. ABOUT NMMS SCHEME' with four numbered points.

| I. DUE DATES |                                                                                                                                                           |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a)          | Application online submission from                                                                                                                        |
| (b)          | Payment may be made from                                                                                                                                  |
| (c)          | Last date for Upload the candidate's application by the concerned Head Masters.                                                                           |
| (d)          | Last date for Payment of fee.                                                                                                                             |
| (e)          | Last date for submission of printed Nominal Rolls along with other enclosures in the O/o, The District Educational Office concerned by (HMs / Principals) |
| (f)          | Last date for approval of applications at DEO level                                                                                                       |

**II. ABOUT NMMS SCHEME**

1. The Ministry for Human Resource Development, Government of India has launched centrally sponsored National Means-cum-Merit Scholarship Scheme (NMSS). Under this scheme an examination will be conducted and selected candidates will get the scholarship.
2. Every year 1,00,000 students will be selected throughout India. Out of which 4087 scholarships are being allotted to Residuary Andhra Pradesh and have been distributed among the districts basing on enrollment in Child population for each academic year.
3. The Director of Government Examinations, Andhra Pradesh, Vijayawada is conducting NMMS exam 2008.
4. This examination is conducted every year in the month of November for the students who are students of Government / Local Body / Municipal / Aided Schools / Model Schools (without Residential Facility).

**Step 4.** Enter “DISE School Code” and “Password” in the boxes provided (**Rounded**). Then the following screen appears

The screenshot shows the 'New Candidate Details' form. The 'Submit Application' button at the bottom is circled in red. The form includes fields for personal and academic details, as well as sections for uploading a photo/signature and a PH Certificate.

**Step 5:** Select the Management Type from the List. Fill each and every column in the application form as per the school records and upload photo with signature and required certificates by click on Browse button. (The photo with signature file size should be less than 30KB and format should be image) and click on “**Submit Application**” (**Rounded in color**) button. Enter the details of another candidate by click on “New Candidate” button. Fill all the candidates’ details in the same procedure. After completion of uploading the entire applications click on “**Report**” (**Rounded in color**) for check the particulars of all the students. Bank Account particulars are not mandatory and proceed without Bank Account number if the candidate don’t have bank account.

**Step 6:** Click on “**SBI Collect**” button (**Rounded in red color**) to pay the examination fee. To know more about how to pay the examination fee, follow “**user guide to pay NMMS Examination fee**” link available in the page.

**NATIONAL MEANS - CUM - MERIT SCHOLARSHIP SCHEME EXAMINATION**  
 CONDUCTED BY  
 DIRECTOR OF GOVERNMENT EXAMINATIONS, ANDHRA PRADESH :: AMARAVATHI

Welcome 28110100203 - MPUPS KAMBARA ! [ Log Out ]

New Candidate Report **SBI Collect** Add SBI Collect Information Total No Of candidates Change Password Dashboard

Note: Before Downloading the NR Please Add the SBI Collect Information

[Click here to Download NR](#)

| Application No         | Candidate Name | Father's Name | Date of Birth | Physically Challenged | Parental Income | Community | 7thPercentage | FEE |
|------------------------|----------------|---------------|---------------|-----------------------|-----------------|-----------|---------------|-----|
| No records to display. |                |               |               |                       |                 |           |               |     |

It redirects to SBI Collect page of SBI bank. Pay the Examination fee for all the candidates in a single payment. Take print of the receipt after successful payment.

**Step 7:** After successful payment of examination fee, login again and click on “Add SBI Collect Information” (Rounded in Red Color) then the following screen appears:

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New Candidate Report SBI Collect **Add SBI Collect Information** Total No Of candidates Change Password Dashboard

+ Add New Record

| HM Mobile No           | Bank Name | SB COLLECT NUMBER (Code Starts with DU) | Amount | Transaction Date |
|------------------------|-----------|-----------------------------------------|--------|------------------|
| No records to display. |           |                                         |        |                  |

+ Add New Record

Bank Summary: [X]

Bank Summary:

HM Mobile No:

Bank Name:

SB COLLECT NUMBER (Code Starts with DU):

Amount:

Transaction Date:

Save Cancel

Enter Head Master Mobile Number, Bank Name, SBI Collect number (find SB Collect reference number on Receipt i.e., code starts with DU), Amount and Transaction Date and save.

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|------------------------|----------------|---------------|---------------|-----------------------|-----------------|-----------|---------------|-----|
| No records to display. |                |               |               |                       |                 |           |               |     |

**Step 8:** Click on **Report (Rounded in Red Color)** and then click on **Click here to Download NR (Rounded in Red Color)** to take print of the Nominal Roll. Submit the attested copy of Nominal Roll along with all the relevant documents in your concerned DEOs office before last date.

**Step 9:** Submit the following items in your concerned District Educational Officer's Office.

- 1) **Two Sets of Printed Nominal Rolls (Attested by the Head Master).**
- 2) **Attested copies of Caste & Medical Certificates in case of SC/ST/PH category.**
- 3) **Computer generated Original SBI Collect Receipt.**