ALTIRAY

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BSCC Applicant Portal User Manual

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LIMITLESS EXCELLENCE

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1. INTRODUCTION

This document attempts to describe the operational aspects of software with a view to assist all those BSCC applicants who will be using the software. The document provides step-wise instructions for various aspects of the application with visual screens for easy and better understanding. It also describes the error messages encountered while working with the software with appropriate remedial actions required.

➢ Objectives

Web Based Application 'BSCC Applicant Portal' will be used by BSCC applicants to achieve the following objectives:

- Student Login and View Accountsummary
- View Loan Request Status
- View Disbursement details
- Notification
- System will display Guidelines withFAQ

The minimum system requirements for accessing the website are:

- Google Chrome
- Internet Explorer-11.0

2. LOGIN

In student login page, User is having the provision to login in the portal by using his credentials. The Applicant needs to open the website of the application www.bsefcl.bihar.gov.in and perform the following actions:

1. *Open the Web site and Click on the Student Login.*
2. Open the Web site and Enter the following details:

   - Username (same used in MNSSBY)
   - Password
   - Capcha

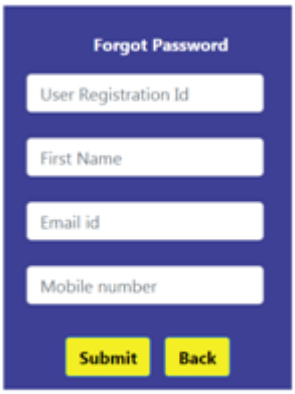
3 In case the application enters incorrect Username, System will display an error message "**Invalid User".**

3. FORGOT PASSWORD

- In case Applicant forgets the password, he/she can click the option Forgot Password.
- Applicant needs to enter the following details:

1) Registration Id
2) First Name
3) Email Id
4) Mobile number

Applicant will receive an OTP in the registered mobile and he/she can reset the password.

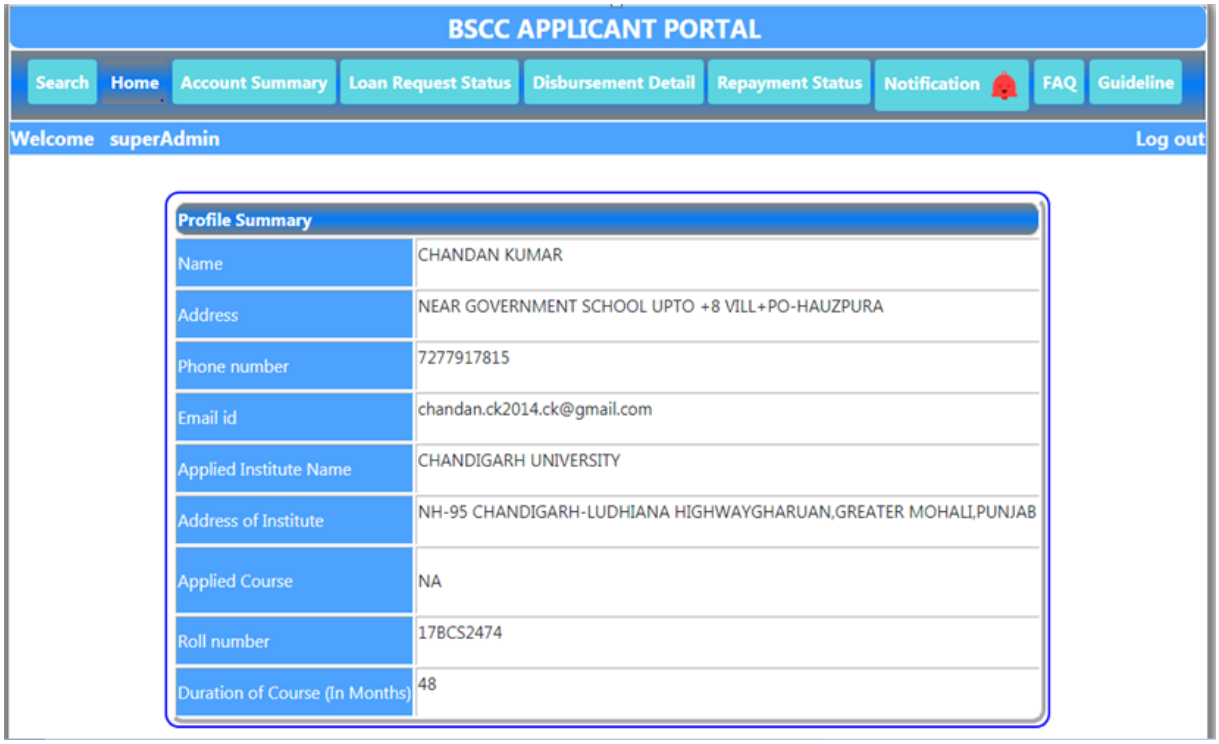


4. Applicant Portal

On successful Login, System will display the Applicant's Profile Summary.

Applicant can view the following details:

1) Name
2) Address
3) Phone Number
4) Emil Id
5) Applied Institute Name
6) Address of Institute
7) Applied Course
8) Roll Number
9) Duration of Course

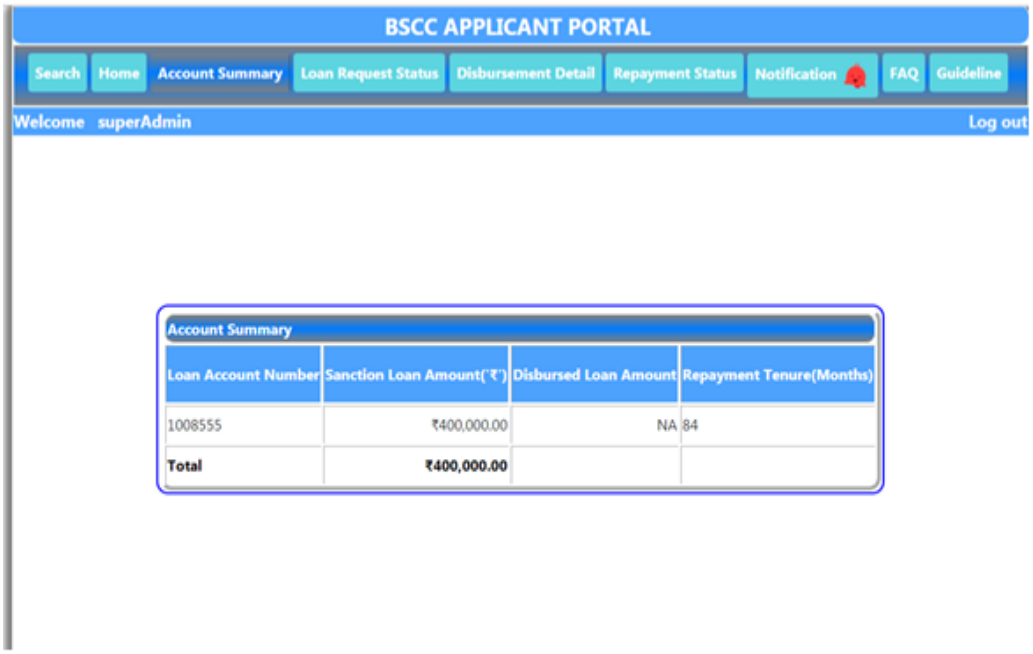


5. ACCOUNT SUMMARY

In this feature, user can view the details related to the Loan sanctioned to him and the disbursed loan amount. User can also view the time period of sanctioned loan amount.

Applicant needs to click 'Account Summary' to view the following details:

1) Loan Account Number
2) Sanctioned Loan Amount
3) Disbursed Loan Amount
4) Repayment Tenure in Months



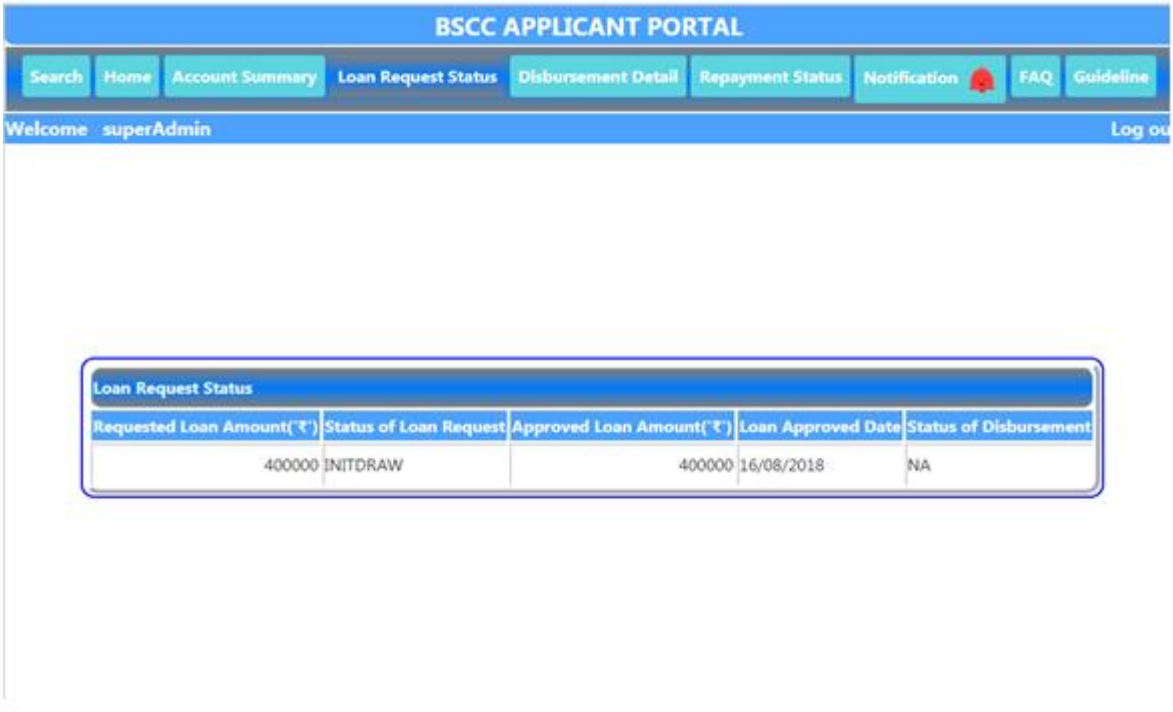
6. LOAN REQUEST STATUS

In this feature, user can view the status of the Loan sanctioned to him. The status includes three names :

- Pending
- In progress
- Rejected

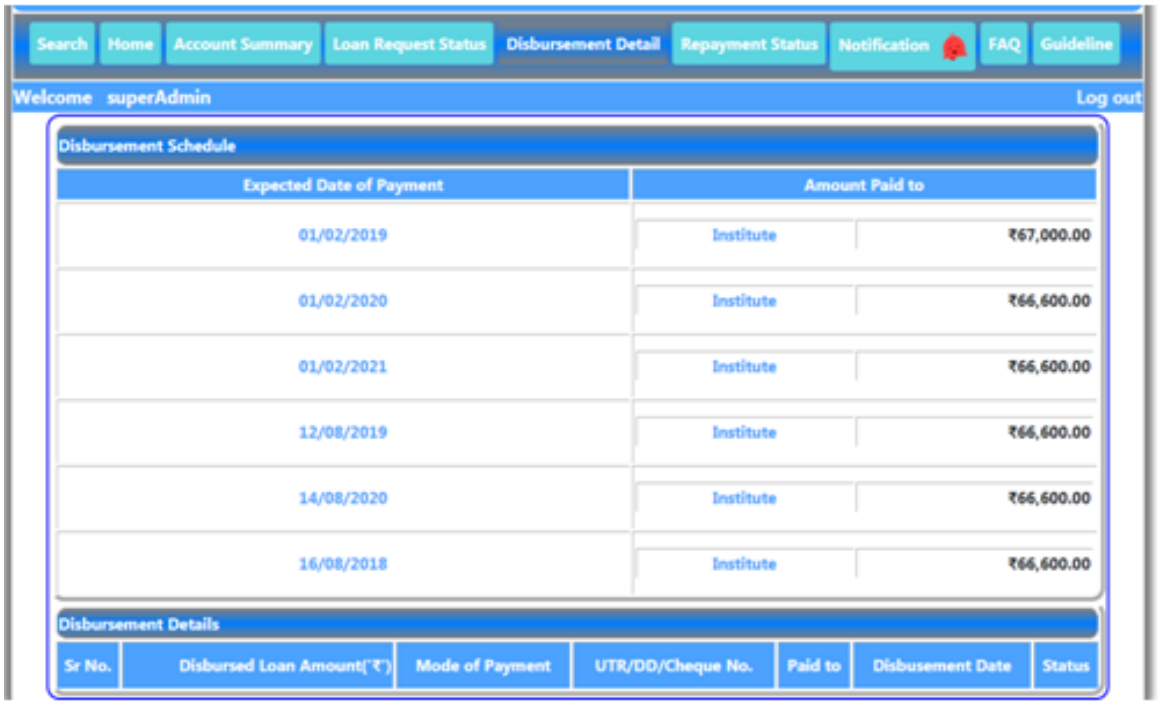
In case the applicant wants to view the Loan Status, s/he needs to click 'Loan Request Status'. System will display the following information:

- Requested Loan Amount
- Status of Loan request
- Approved Loan amount
- Loan approved date
- Status of Disbursement

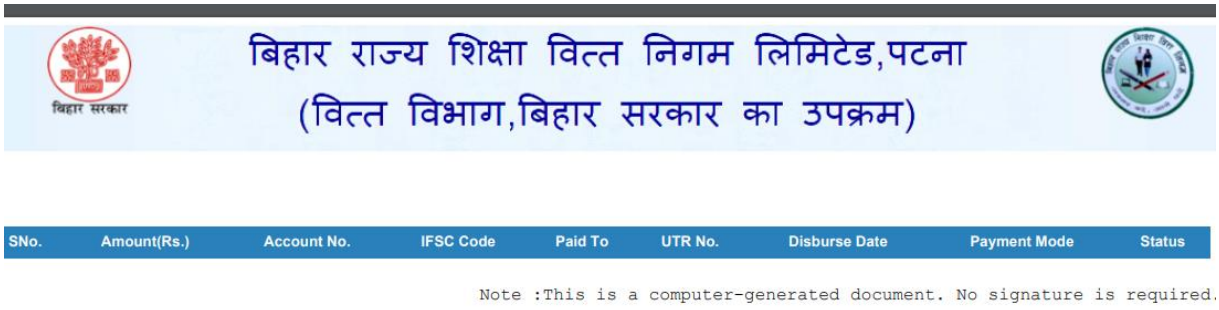


7. DISBURSEMENT DETAIL

Applicant can view the Disbursement schedule from the page 'Disbursement Details'. User can view the 'Expected Date of payment' with 'Amount Paid To'.



- Student can easily download the computer generated 'Disbursement Details'



बिहार राज्य शिक्षा वित्त निगम लिमिटेड,पटना

(वित्त विभाग,बिहार सरकार का उपक्रम)

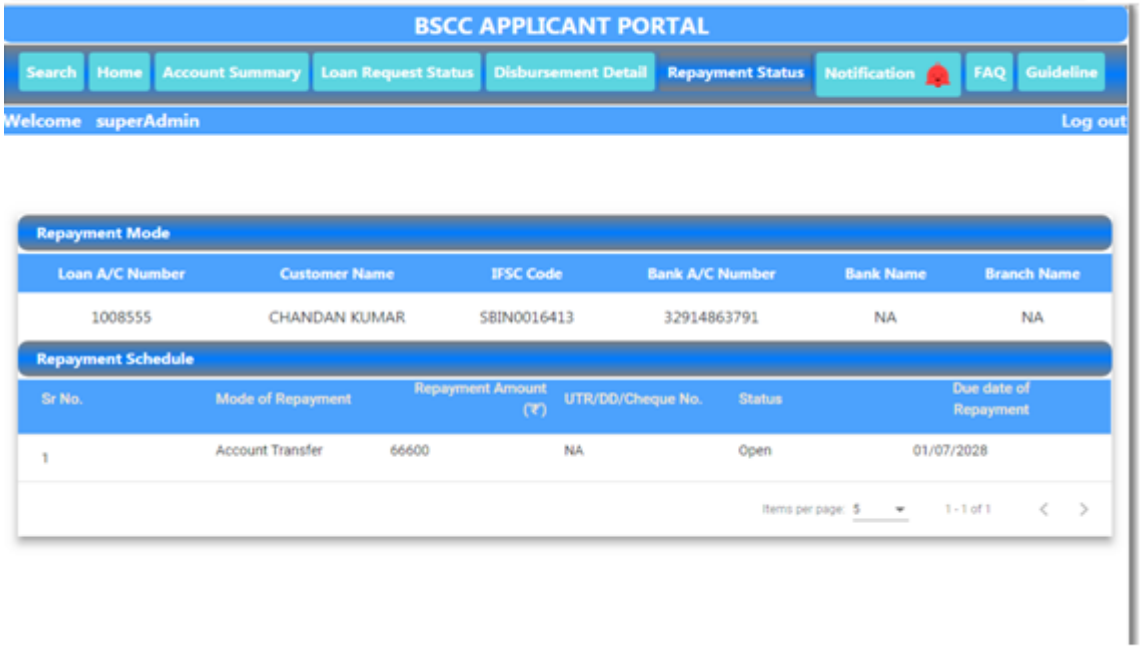
SNo.	Amount(Rs.)	Account No.	IFSC Code	Paid To	UTR No.	Disburse Date	Payment Mode	Status

Note :This is a computer-generated document. No signature is required.

8. REPAYMENT STATUS

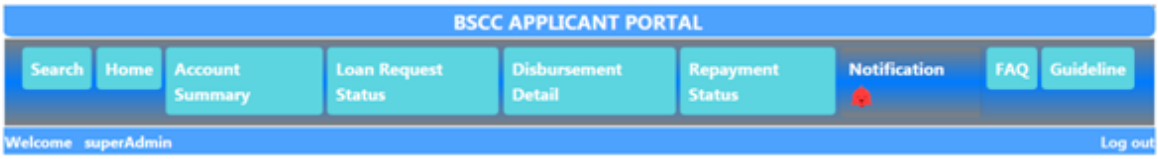
The applicant can view the 'Repayment Status' with Repayment Schedule. Applicant can view the following details:

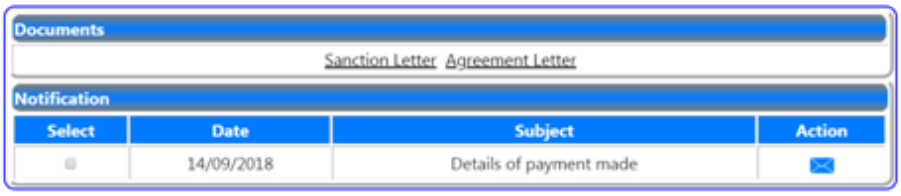
- Mode of Repayment
- Repayment Amount
- UTR/DD/Cheque No
- Status
- Due Date of Repayment



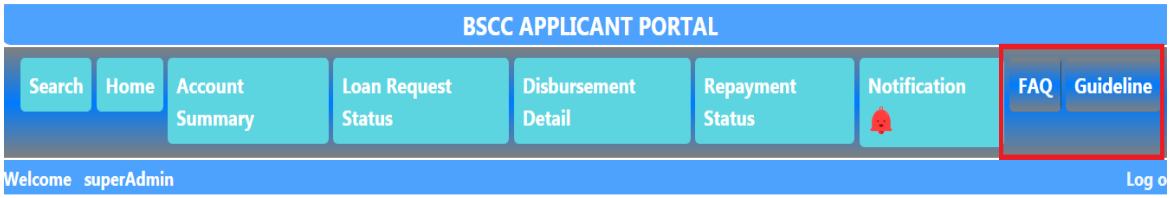
9. NOTIFICATION

Applicant can view the supportive documents such as **Sanctioned** and **Agreement letter** from this page. Clicking on 'Action', system will display the notification to the specific applicant.





10. FAQ AND GUIDELINES

This feature includes the general guideline provided by the government pertaining to the schemes.

To view the Guidelines and Frequently asked questions, applicant needs to click on the button FAQ or Guidelines.