

User Manual (MNSSBY Application) for Provision to Submit the Request for Next Payment from his/her Login (MNSSBY Portal)



# Introduction

BSCC Applicant will get a privilege to submit the request for Next Payment along with the supportive document through Applicant Login of MNSSBY Portal further AMS & DPO(Education) has to approve the request came from BSCC applicant for next Payment of Loan Amount.



## **Process Flow:**

## **Applicant Login Screen:**



## i) Click on Subsequent Payment Menu





ii) Applicant has to select a file as supportive document for requesting next installment



iii) Post selection of file to be uploaded, Applicant has to tick on the provided checkbox

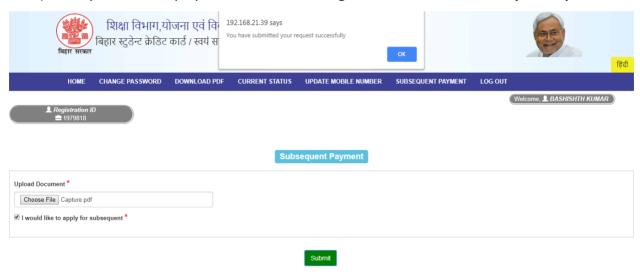




## iv) Click on **Submit** button



v) System will display the successful message as" You have submitted your request successfully"





## vi) Now click on **Logout**





## **Department login screen**

1) Click on **Department Login** Link

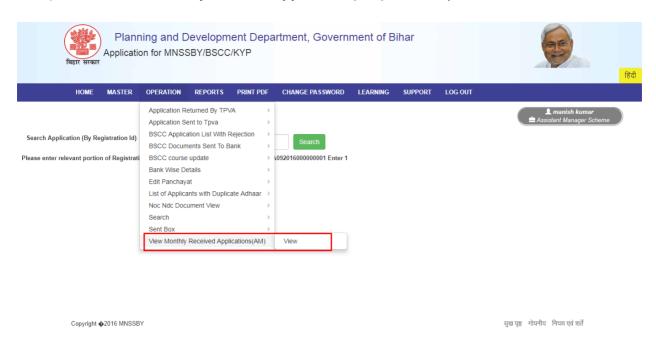


2) Enter the Login credential of AMS





## 3) Go to "View Monthly Received Application (AM)" under operation menu



## 4) Click on Subsequent Payment





5) System will display the list of application who has requested for Next Payment



6) Click on the hyperlink of the Registration Id to be processed





7) System will display the Subsequent request came from the BSCC Applicant



8) Click on "Approve" button post successful verification of Uploaded supportive document for next Payment



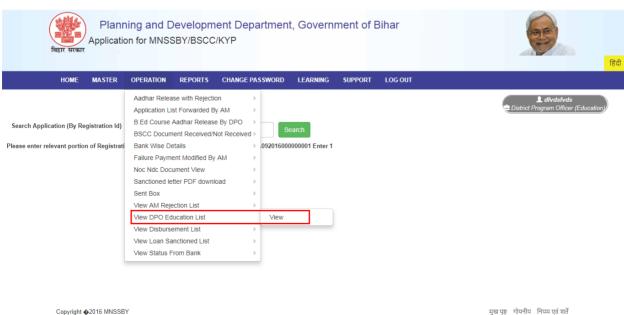


### **DPO Screen:**

1) Login with DPO(Edu) credential through Department Login:



## 2) Go to "View DPO education List" under operation menu





3) Click on "Subsequent Payment"



4) System will display the list of applications which has been approved by the AMS as below:





5) Click on the hyperlink of the Registration Id to be processed



6) Click on Approve button



System will display the successful message as "Request Forwarded Successfully"



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The Company has over 4800 employees in 18 offices across 11 countries and over 1000+ customers in

