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User Manual User Manual to apply for BSCC Loan moratorium

Date:- 14 October 2020

Introduction

BSCC applicants whose loan has been sanctioned and fully disbursed by BSEFCL, can apply for the Moratorium Extension through their login on MNSSBY portal prior 60 days of repayment date.

1. Process flow to apply for loan moratorium extension:-

Applicant Login Screen:

1. Open the MNSSBY web page.



The screenshot shows the MNSSBY website home page. At the top, there is a navigation bar with links: Home, Application Status, Guidelines, FAQ, How To Apply, Feedback And Grievance, Contact Us, User Manuals, and Download Mobile App. Below the navigation bar, there is a message in Hindi: "अनिवार्य रूप से किसी भी कार्य दिवस को सुबह 10 बजे से शाम के 5 बजे के बीच जरूरी दस्तावेजों के साथ DRCC पहुँच कर दस्तावेजों का सत्यापन कराना सुनिश्चित करें।" and "Program (KYP) must visit to District Registration and Counseling Center (DRCC) within 60 days of online application with necessary documents for verification on any working day between 10:00 am to 5:00 pm." Below this message, there are two links: "Click here to go to student portal" and "Approved List of College for BSCC".

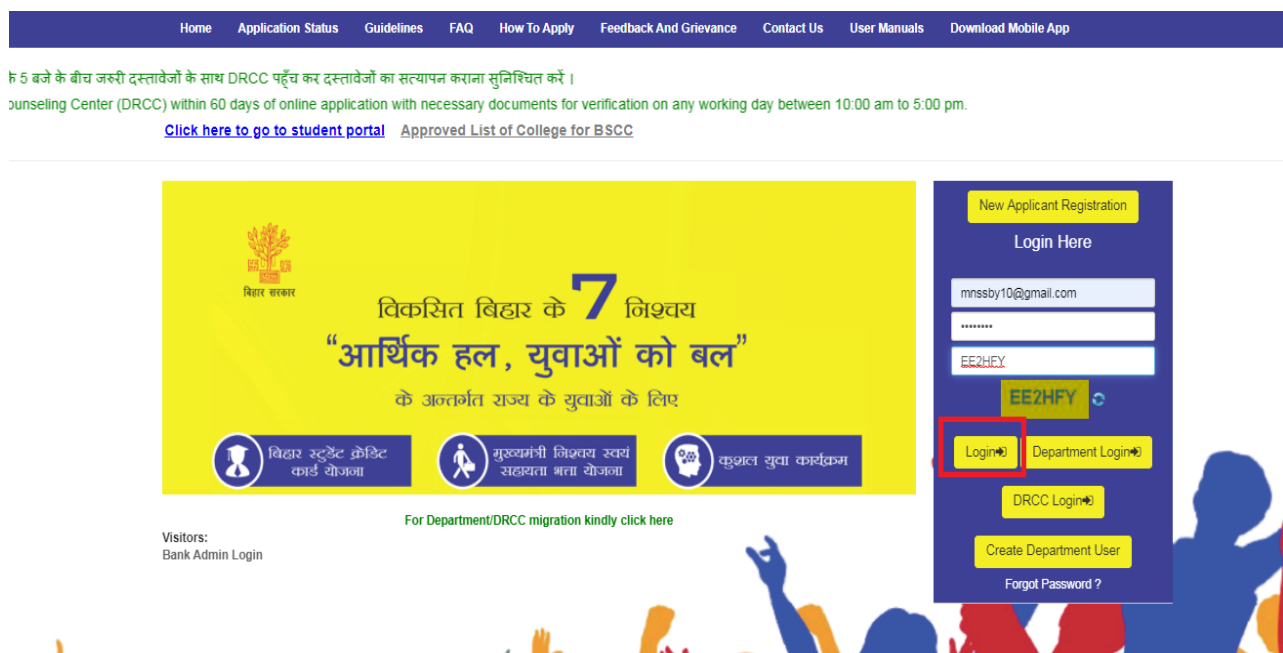
The main content area features a large yellow banner with the text: "विकसित बिहार के 7 निश्चय 'आर्थिक हल, युवाओं को बल' के अन्तर्गत राज्य के युवाओं के लिए". Below the banner, there are three icons representing different schemes: "बिहार स्टूडेंट क्रेडिट कार्ड योजना", "मुख्यमंत्री निश्चय स्वयं सहायता भत्ता योजना", and "कुशल युवा कार्यक्रम".

On the right side of the page, there is a login panel with the following elements:

- New Applicant Registration
- Login Here
- User name input field
- Password input field
- Enter Captcha input field
- MBZ6UQ captcha image
- Login button (highlighted with a red box)
- Department Login button
- DRCC Login button
- Create Department User button
- Forgot Password? link

At the bottom of the page, there is a footer with the text: "Visitors: 28742387 Bank Admin Login" and "For Department/DRCC migration kindly click here".

2. Enter the login credentials , Captcha and click on Login



This screenshot is similar to the previous one, but it shows the login panel with the following details:

- User name: mnsby10@gmail.com
- Password: *****
- Enter Captcha: EE2HFY
- EE2HFY captcha image
- Login button (highlighted with a red box)
- Department Login button
- DRCC Login button
- Create Department User button
- Forgot Password? link

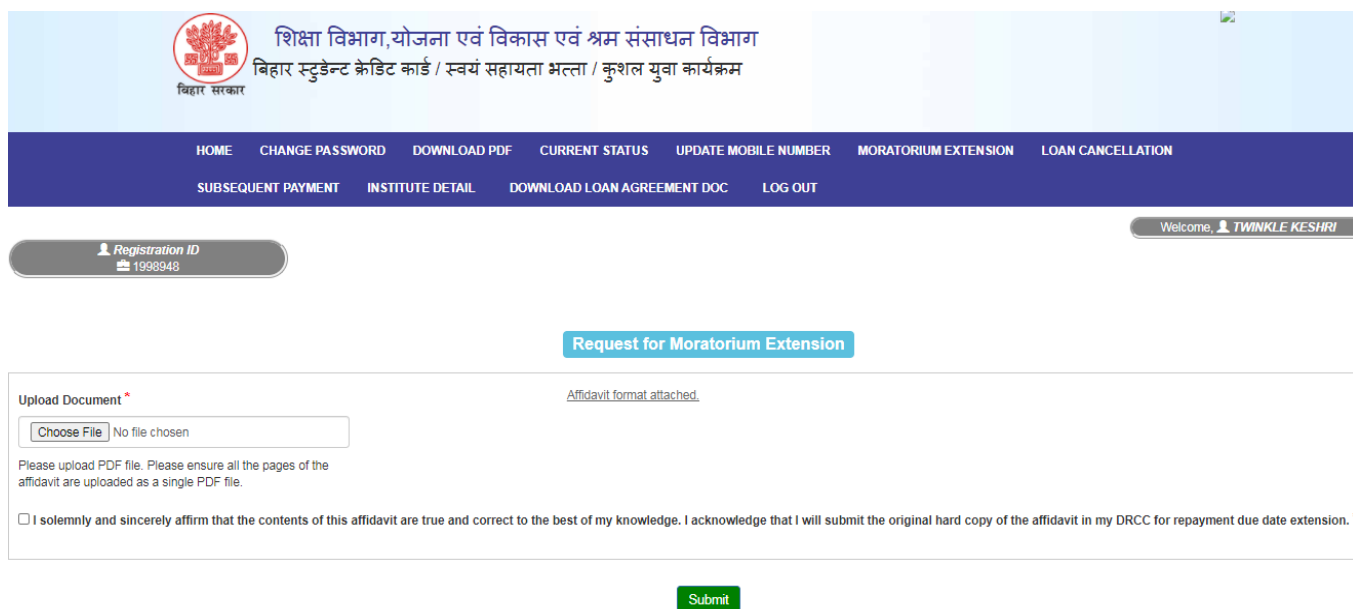
The rest of the page content, including the banner and navigation bar, remains the same as in the previous screenshot.

3. Post the successfully logged in , Click on "Moratorium Extension" option



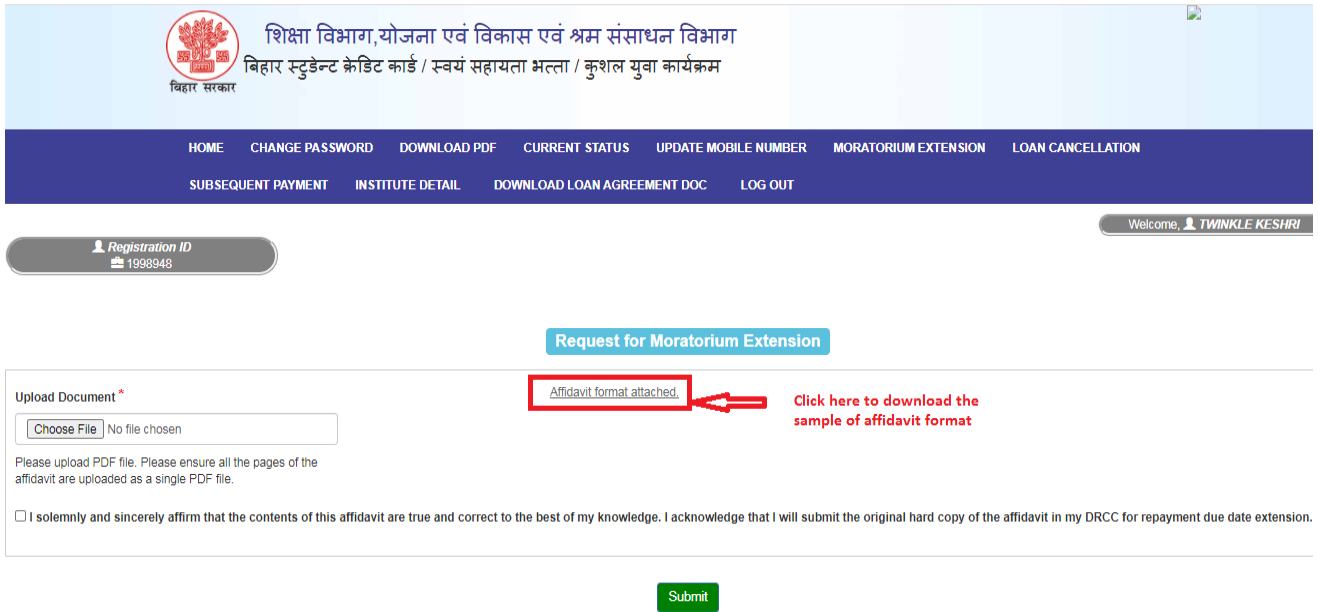
The screenshot shows the MNSSBY portal interface. At the top, there is a header with the logo of the Bihar Government and the text: शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग, बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम. Below the header is a navigation menu with several options: HOME, CHANGE PASSWORD, DOWNLOAD PDF, CURRENT STATUS, UPDATE MOBILE NUMBER, MORATORIUM EXTENSION (highlighted with a red box), and LOAN CANCELLATION. Below the navigation menu, there is a red arrow pointing to the 'MORATORIUM EXTENSION' option with the text 'Click here'. Below the navigation menu, there is a message: 'You have successfully applied for the scheme, check your application status from Current Status Tab'. At the bottom of the page, there is a copyright notice: 'Copyright ©2016 MNSSBY' and a footer: 'मुख पृष्ठ गोपनीय नियम एवं शर्त'.

4. System will open the moratorium extension page



The screenshot shows the 'Request for Moratorium Extension' page. At the top, there is a header with the logo of the Bihar Government and the text: शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग, बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम. Below the header is a navigation menu with several options: HOME, CHANGE PASSWORD, DOWNLOAD PDF, CURRENT STATUS, UPDATE MOBILE NUMBER, MORATORIUM EXTENSION (highlighted), and LOAN CANCELLATION. Below the navigation menu, there is a message: 'Welcome, TWINKLE KESHRI'. Below the navigation menu, there is a registration ID: 'Registration ID 1998943'. Below the registration ID, there is a section titled 'Request for Moratorium Extension'. In this section, there is a message: 'Affidavit format attached.' Below this message, there is a form with a 'Choose File' button and the text 'No file chosen'. Below the form, there is a message: 'Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.' Below the message, there is a checkbox with the text: 'I solemnly and sincerely affirm that the contents of this affidavit are true and correct to the best of my knowledge. I acknowledge that I will submit the original hard copy of the affidavit in my DRCC for repayment due date extension.' Below the checkbox, there is a 'Submit' button.

- Applicant can download the sample affidavit format by clicking on the "Affidavit format" link provided on the page.



शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग
बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम
बिहार सरकार

HOME CHANGE PASSWORD DOWNLOAD PDF CURRENT STATUS UPDATE MOBILE NUMBER MORATORIUM EXTENSION LOAN CANCELLATION
SUBSEQUENT PAYMENT INSTITUTE DETAIL DOWNLOAD LOAN AGREEMENT DOC LOG OUT

Welcome, **TWINKLE KESHRI**

Registration ID
1998948

Request for Moratorium Extension

Upload Document *

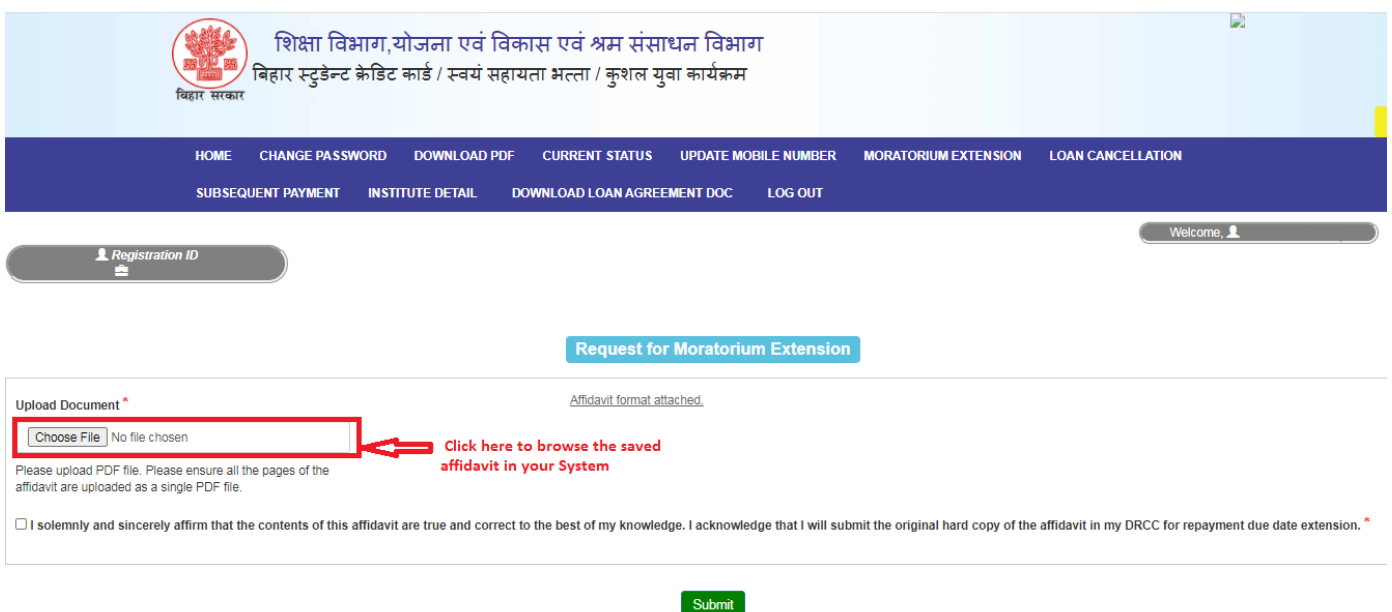
[Affidavit format attached.](#) **Click here to download the sample of affidavit format**

No file chosen

Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I solemnly and sincerely affirm that the contents of this affidavit are true and correct to the best of my knowledge. I acknowledge that I will submit the original hard copy of the affidavit in my DRCC for repayment due date extension.

- Applicant will have to scan the original affidavit in PDF format (below 700 kb) and attach the same by browsing the document.



शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग
बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम
बिहार सरकार

HOME CHANGE PASSWORD DOWNLOAD PDF CURRENT STATUS UPDATE MOBILE NUMBER MORATORIUM EXTENSION LOAN CANCELLATION
SUBSEQUENT PAYMENT INSTITUTE DETAIL DOWNLOAD LOAN AGREEMENT DOC LOG OUT

Welcome, **TWINKLE KESHRI**

Registration ID
1998948

Request for Moratorium Extension

Upload Document *

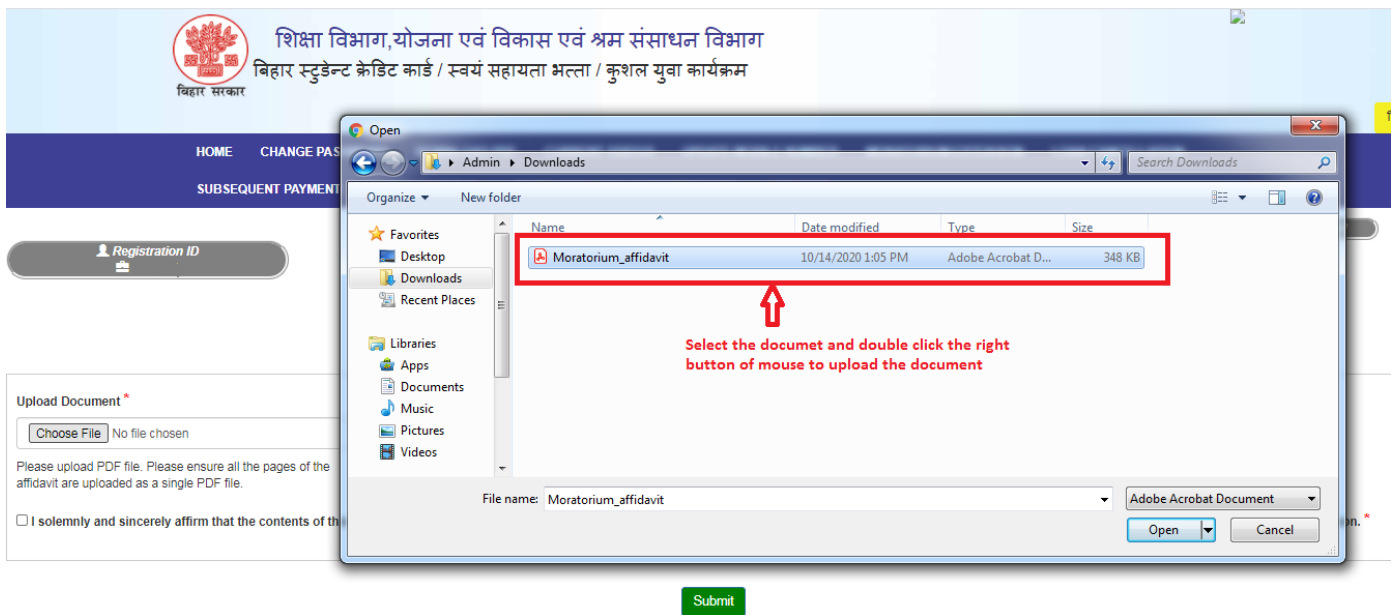
[Affidavit format attached.](#)

No file chosen **Click here to browse the saved affidavit in your System**

Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I solemnly and sincerely affirm that the contents of this affidavit are true and correct to the best of my knowledge. I acknowledge that I will submit the original hard copy of the affidavit in my DRCC for repayment due date extension. *

7. Applicant will select the affidavit from their system



शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग
बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम
बिहार सरकार

HOME CHANGE PASSWORD
SUBSEQUENT PAYMENT

Registration ID

Upload Document *

Choose File No file chosen

Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I solemnly and sincerely affirm that the contents of the

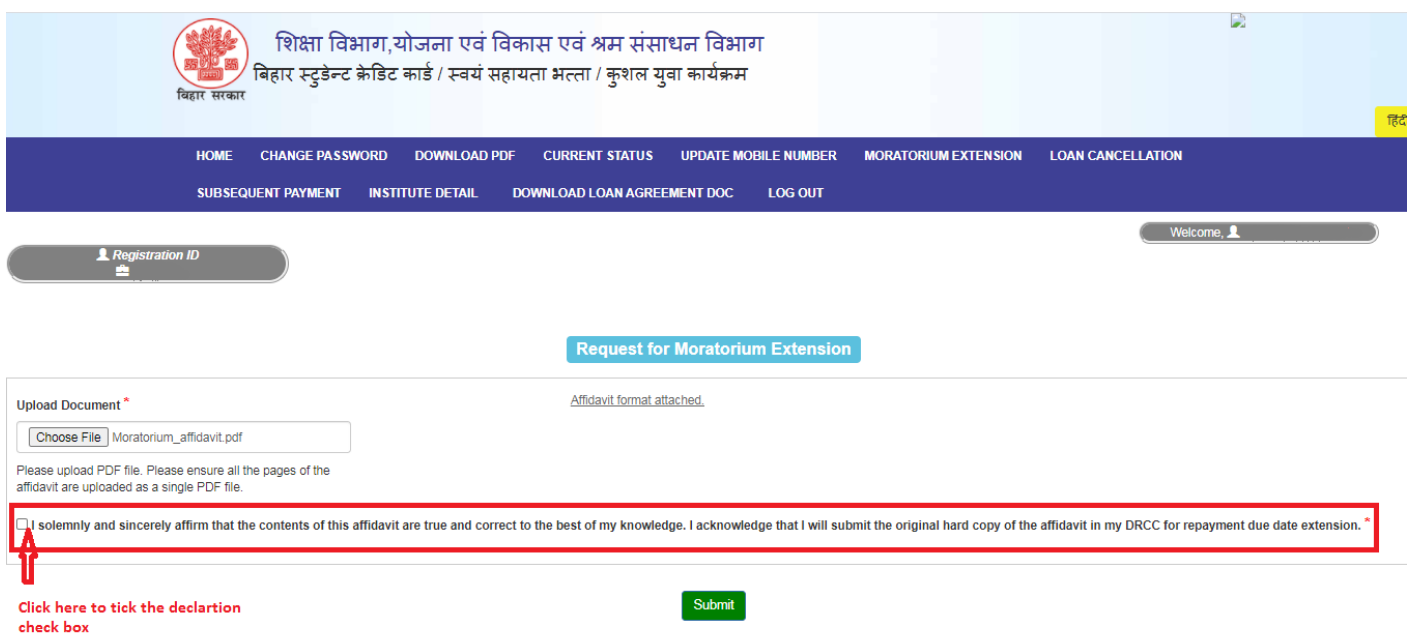
File name: Moratorium_affidavit

Adobe Acrobat Document

Open Cancel

Submit

8. Applicant has to provide the self declaration by tick on the check box given left side to the self declaration statement.



शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग
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बिहार सरकार

HOME CHANGE PASSWORD DOWNLOAD PDF CURRENT STATUS UPDATE MOBILE NUMBER MORATORIUM EXTENSION LOAN CANCELLATION
SUBSEQUENT PAYMENT INSTITUTE DETAIL DOWNLOAD LOAN AGREEMENT DOC LOG OUT

Welcome, [User Name]

Registration ID

Request for Moratorium Extension

Upload Document * Affidavit format attached.

Choose File Moratorium_affidavit.pdf

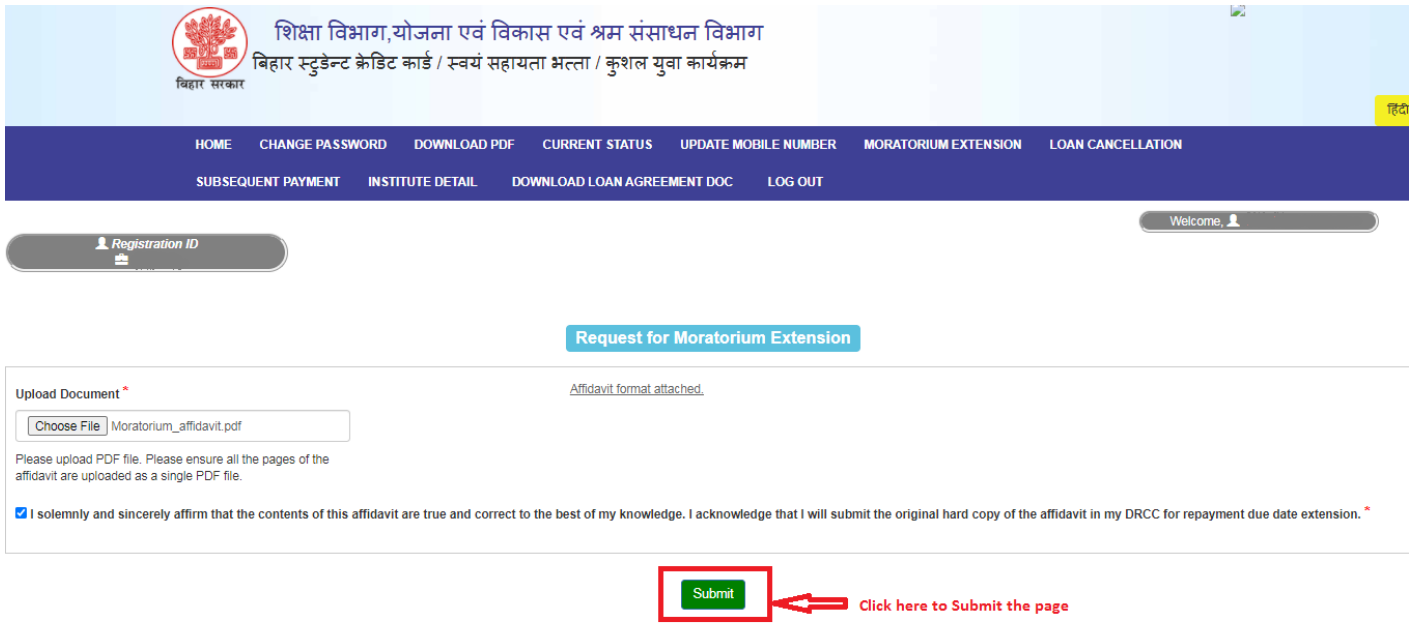
Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I solemnly and sincerely affirm that the contents of this affidavit are true and correct to the best of my knowledge. I acknowledge that I will submit the original hard copy of the affidavit in my DRCC for repayment due date extension. *

Click here to tick the declaration check box

Submit

9. Click on Submit button.



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बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम
बिहार सरकार

HOME CHANGE PASSWORD DOWNLOAD PDF CURRENT STATUS UPDATE MOBILE NUMBER MORATORIUM EXTENSION LOAN CANCELLATION
SUBSEQUENT PAYMENT INSTITUTE DETAIL DOWNLOAD LOAN AGREEMENT DOC LOG OUT

Welcome, [User]

Registration ID

Request for Moratorium Extension

Upload Document * Affidavit format attached.

Choose File Moratorium_affidavit.pdf

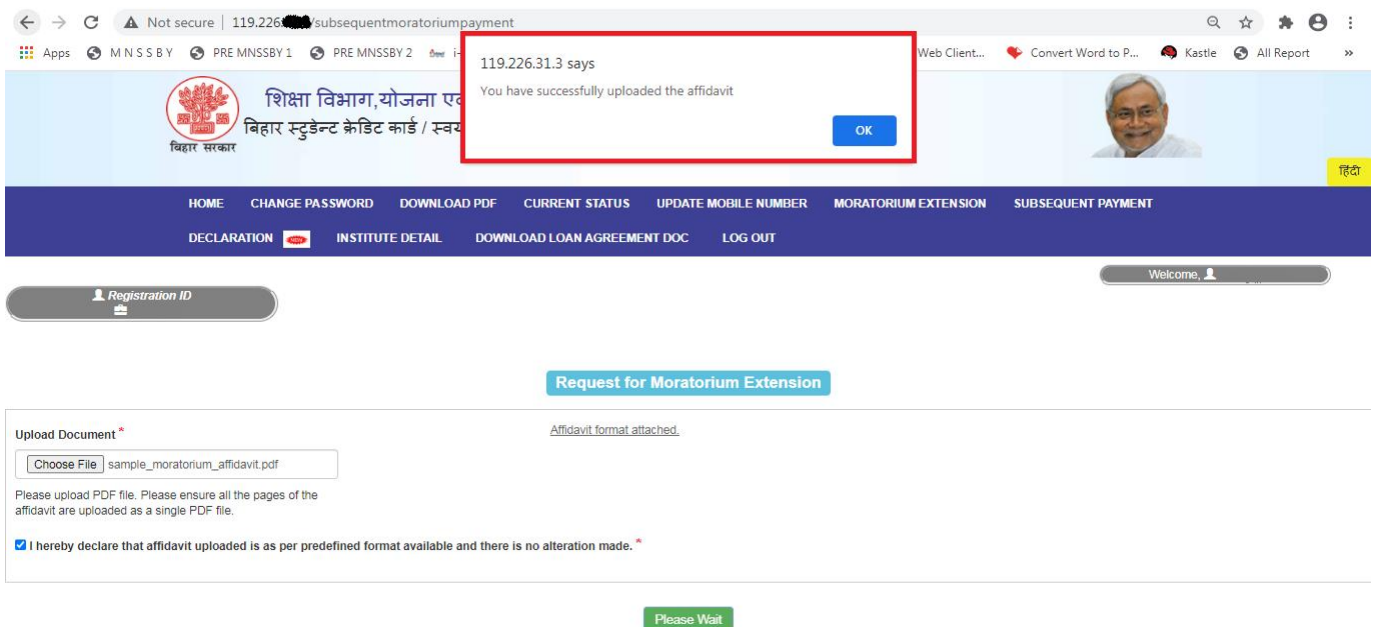
Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I solemnly and sincerely affirm that the contents of this affidavit are true and correct to the best of my knowledge. I acknowledge that I will submit the original hard copy of the affidavit in my DRCC for repayment due date extension. *

Submit

Click here to Submit the page

10. System displays a pop up message "You have successfully uploaded the affidavit" if applicant will eligible to fill the moratorium extension request and request accepted by the system.



Not secure | 119.226.31.3/subsequentmoratoriumpayment

119.226.31.3 says
You have successfully uploaded the affidavit

OK

शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग
बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम
बिहार सरकार

HOME CHANGE PASSWORD DOWNLOAD PDF CURRENT STATUS UPDATE MOBILE NUMBER MORATORIUM EXTENSION SUBSEQUENT PAYMENT
DECLARATION INSTITUTE DETAIL DOWNLOAD LOAN AGREEMENT DOC LOG OUT

Welcome, [User]

Registration ID

Request for Moratorium Extension

Upload Document * Affidavit format attached.

Choose File sample_moratorium_affidavit.pdf

Please upload PDF file. Please ensure all the pages of the affidavit are uploaded as a single PDF file.

I hereby declare that affidavit uploaded is as per predefined format available and there is no alteration made. *

Please Wait

11. System will now redirect to the home page of applicant's login post successfully submission of loan moratorium extension request.



The screenshot shows the MNSSBY portal home page. At the top left is the Bihar Government logo and text: "शिक्षा विभाग, योजना एवं विकास एवं श्रम संसाधन विभाग" and "बिहार स्टूडेंट क्रेडिट कार्ड / स्वयं सहायता भत्ता / कुशल युवा कार्यक्रम". Below this is a navigation menu with links: HOME, CHANGE PASSWORD, DOWNLOAD PDF, CURRENT STATUS, UPDATE MOBILE NUMBER, MORATORIUM EXTENSION, LOAN CANCELLATION, SUBSEQUENT PAYMENT, INSTITUTE DETAIL, DOWNLOAD LOAN AGREEMENT DOC, and LOG OUT. A user is logged in, indicated by "Welcome, [user name]" in the top right corner.

You have successfully applied for the scheme, check your application status from Current Status Tab

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मुख पृष्ठ गोपनीय नियम एवं शर्तें

*****END*****



About 3i Infotech

3i Infotech is a global Information Technology company committed to Empowering Business Transformation.

With a comprehensive set of IP based software solutions and a wide range of IT services, 3i Infotech has successfully transformed business operations of customers globally. The Company has a very strong foothold in geographies like North America, India, Asia Pacific, Middle East and Africa and South Asia. The Company's products and services address the dynamic requirements of BFSI, Government, Manufacturing, Retail, Distribution, Telecom and Healthcare.

The flagship products include Amlock®, Kastle®, MFund®, Orion® and Premia®. A robust capability in the services domain is evident through consulting services, business optimization services and an extensive expertise in mobility, data analytics, big data, testing and application development services.

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

