

Online Application Form

For

USAID-funded Merit and Needs Based Scholarship Program

Main steps:

- Type <http://eportal.hec.gov.pk> in your browser like Firefox, Google Chrome, internet explorer
- Create an account (Register on HEC Portal)
 - Verify SMS Code
 - Verify Email Code
- Login with the CNIC and Password
- Create Profile
 - Personal Information
 - Academic information
 - Other details
- Apply for Scholarship(USAID-MNBSP)

- Type <http://eportal.hec.gov.pk> and Click “Register” on below screen



Sign In

User ID:

e.g. 10345123@EC70, Frodoanne lastname , firstnae123

Password:

Sign In

Reset

[Forgot Password?](#)

[Don't have an account yet, Register](#)



- **Create an Account**

- Choose Your Nationality, Enter CNIC without “Dashes”, Set & Confirm Password

portal.hec.gov.pk/hec-portal-web/entry/register.jsf

Create an account

Choose your Nationality *

Choose your Nationality

CNIC *

e.g. 1234512345670

Password * Confirm Password *

Password must be alphanumeric and at least 3 characters

Primary Cell / Mobile number *

Choose your Country Code

e.g. 3000220000

Primary Email *

Send code

e.g. user@nic@provider.com

دشند

12:39 PM
7/19/2016

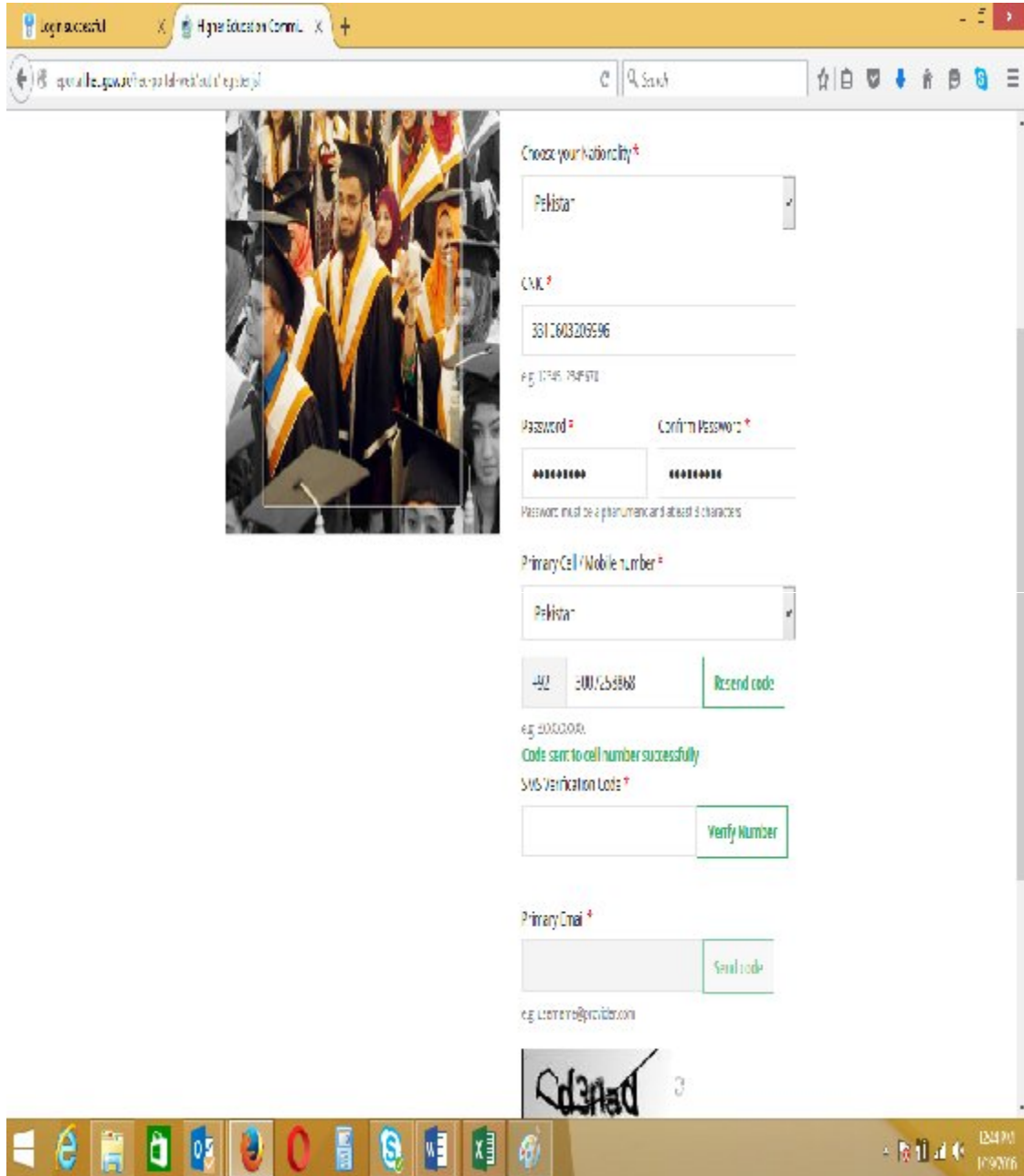
- Choose Country Code and type your cell no without zero "0"
- Click "Send Code"

The screenshot shows a web browser window with the URL `ecportal.hec.gov.pk/hec-portal-web/submit/register.jsp`. The page contains a registration form with the following fields and elements:

- Choose your Nationality***: A dropdown menu with "Pakistan" selected.
- CNIC***: A text input field containing "3310603205996". Below it is a hint: "E.g. 1234567890101".
- Password*** and **Confirm Password***: Two text input fields, both containing masked characters (dots).
- Primary Cell / Mobile number***: A dropdown menu with "Pakistan" selected, followed by a text input field containing "+92 3007258858". A green "Send code" button is positioned to the right of the input field. Below it is a hint: "E.g. 3000000000".
- Primary Email***: A text input field with a "Send code" button to its right. Below it is a hint: "E.g. username@provider.com".
- CAPTCHA**: A box containing a distorted image of the word "Qd3rad".

The Windows taskbar at the bottom shows the Start button and several application icons, including Internet Explorer, File Explorer, Microsoft Word, and Microsoft Excel. The system tray on the right indicates the time is 12:42 PM on 11/04/2016.

- You will receive message on screen "Code Sent to Cell Number Successfully"
- If code not received on Cell Number Click "Resend Code"
- Enter Code and click "Verify Number"



- You will receive “SMS Code Verified Successfully”
- Enter “Primary Email” and click “Send Code”

Login successful | Higher Education Commi. | Search

portal.hec.gov.pk/hec-portal-web/aut/v/registrajf

Choose your Nationality *

Pakistan

CNIC *

3E10603205996

Eg: 723451234567

Password * | Confirm Password *

***** | *****

Password must be alphanumeric and at least 8 characters

Primary Cell / Mobile number *

Pakistan

+92 | 3007253888 | Resend code

Eg: 3000XXXXX

SMS Verification Code *

3160E | Verify Number

SMS code verified successfully

Primary Email *

***** | Send code

Eg: user1234@1234567.com

Windows taskbar: 12:41 PM, 1/15/2016

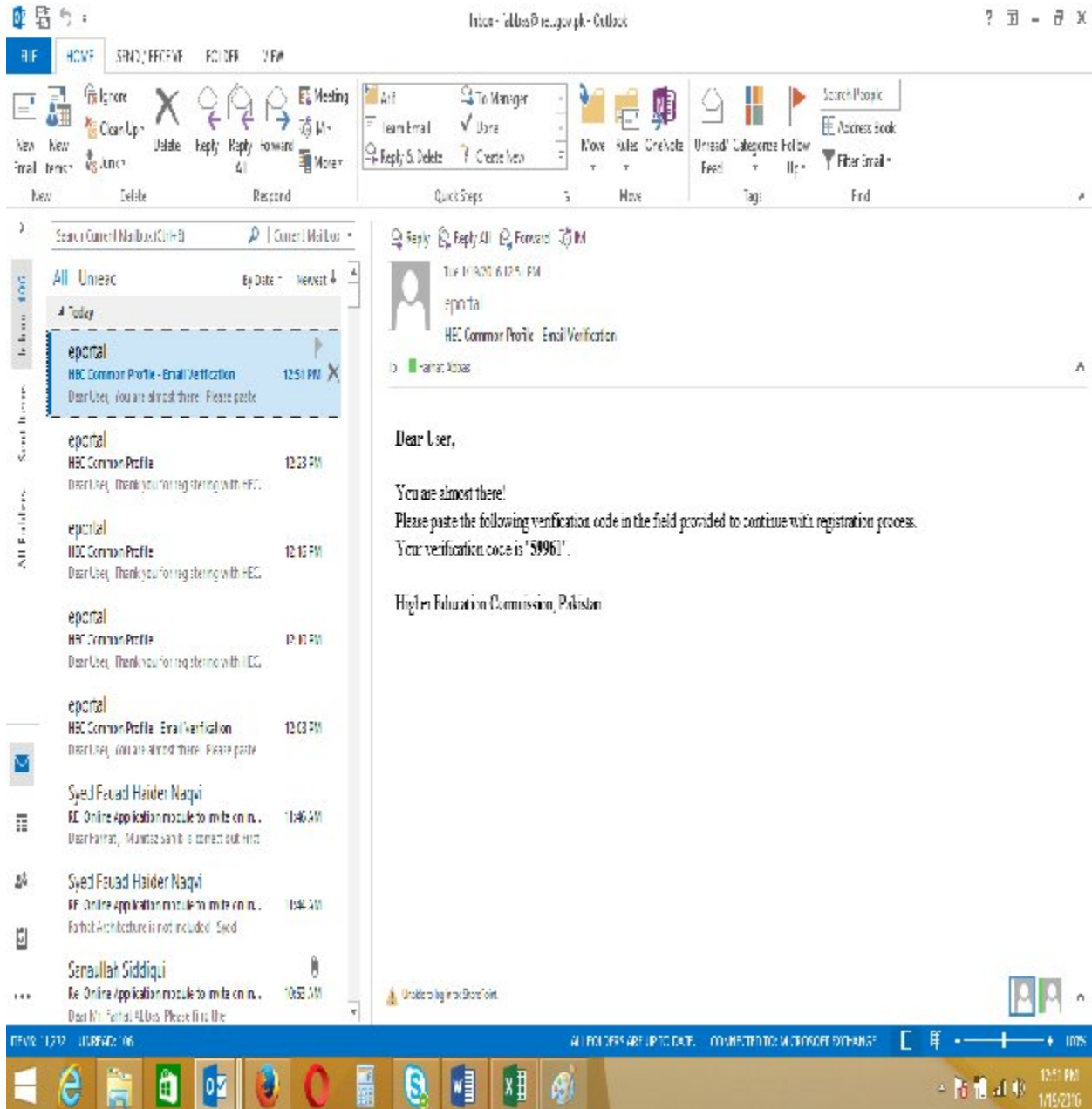
- You will receive message “Code sent to email successfully”
- Open email and type Number and click “Verify Email”

The screenshot displays a web browser window with the following elements:

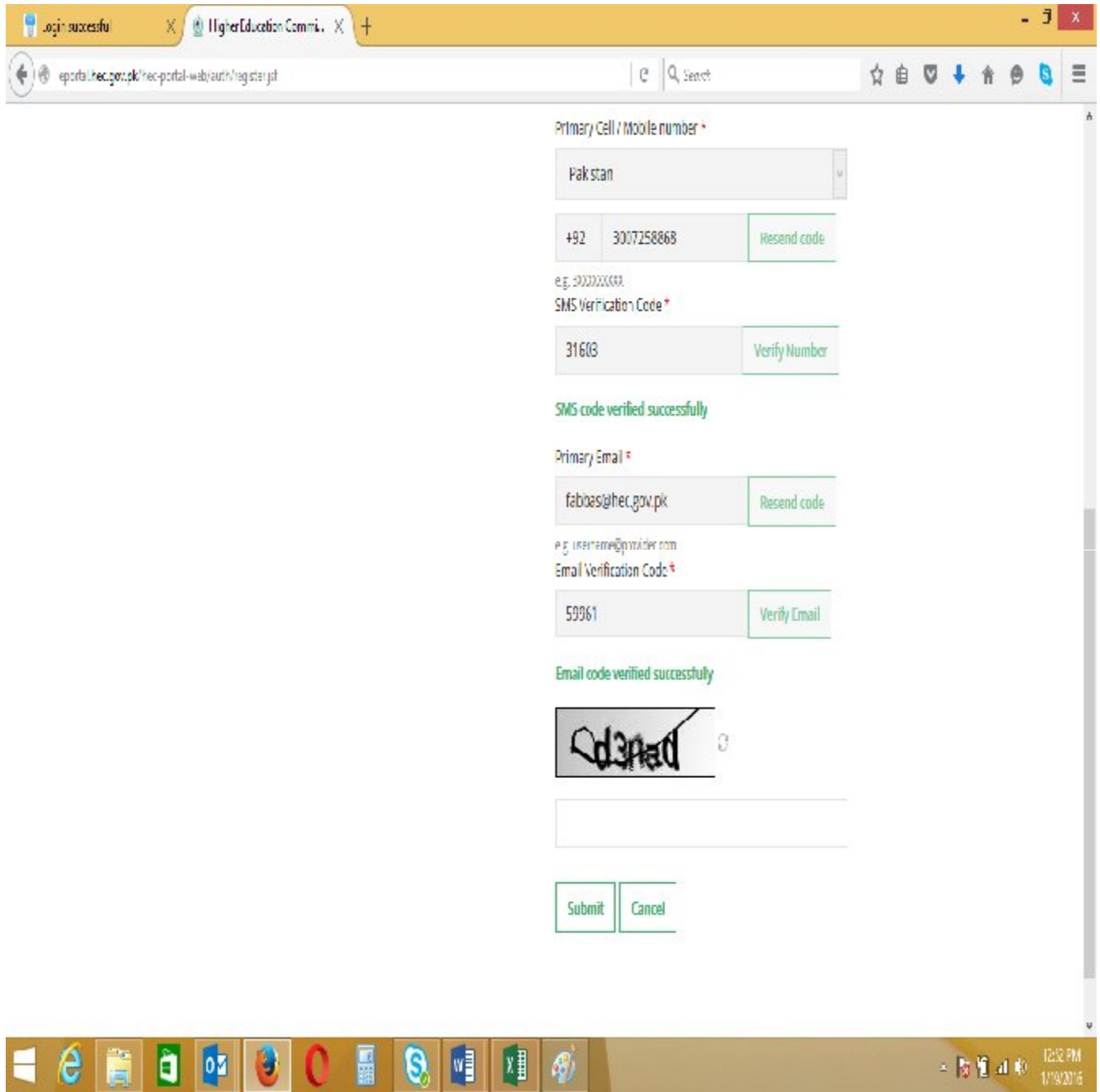
- Browser Tabs:** "Login successful" and "Hqye Education Commi...".
- Address Bar:** "http://www.hec.gov.pk/portal/hec/registration.html".
- Image:** A collage of graduation caps and gowns.
- Registration Form:**
 - Example:** "e.g. 123456789012345678"
 - Password:** Field with masked characters "*****".
 - Confirm Password:** Field with masked characters "*****".
 - Requirement:** "Password must be alphanumeric and at least 8 characters".
 - Primary Cell / Mobile number:** Dropdown menu set to "Pakistan".
 - Phone Number:** "-92 3007253898".
 - Action:** "Resend code" button.
 - Example:** "e.g. 30002555555".
 - SMS Verification Code:** Field containing "31608".
 - Action:** "Verify Number" button.
 - Message:** "SMS code verified successfully".
 - Primary Email:** Field containing "lapoos@hec.gov.pk".
 - Action:** "Resend code" button.
 - Message:** "Code sent to email successfully".
 - Email Verification Code:** Field with a "Verify Email" button.
 - Image:** A distorted image of the word "Password" written in Urdu script.

The Windows taskbar at the bottom shows icons for various applications and the system clock indicating 12:49 PM on 1/15/2016.

- Email received



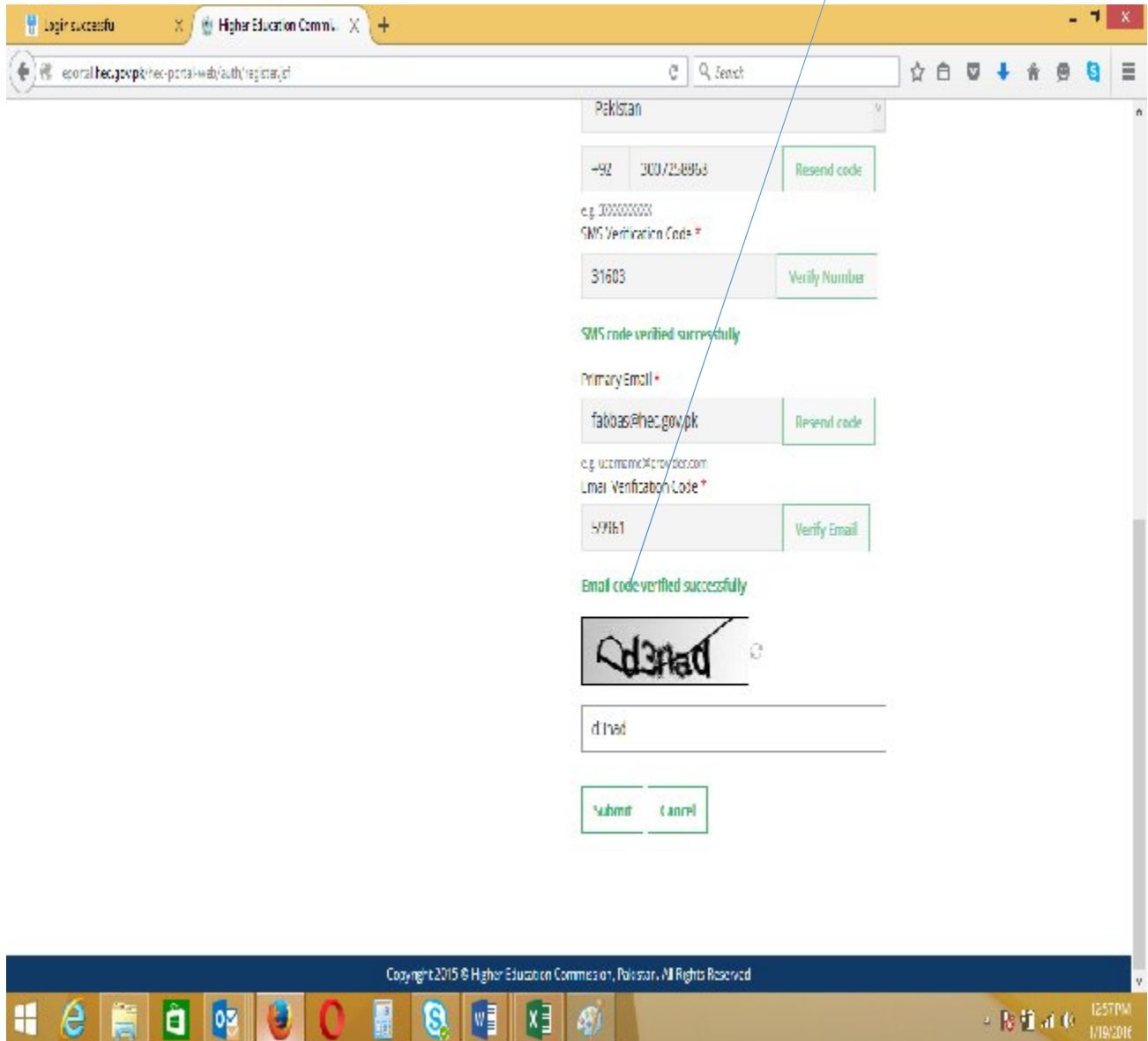
- You will receive a message “Email Code verified successfully”



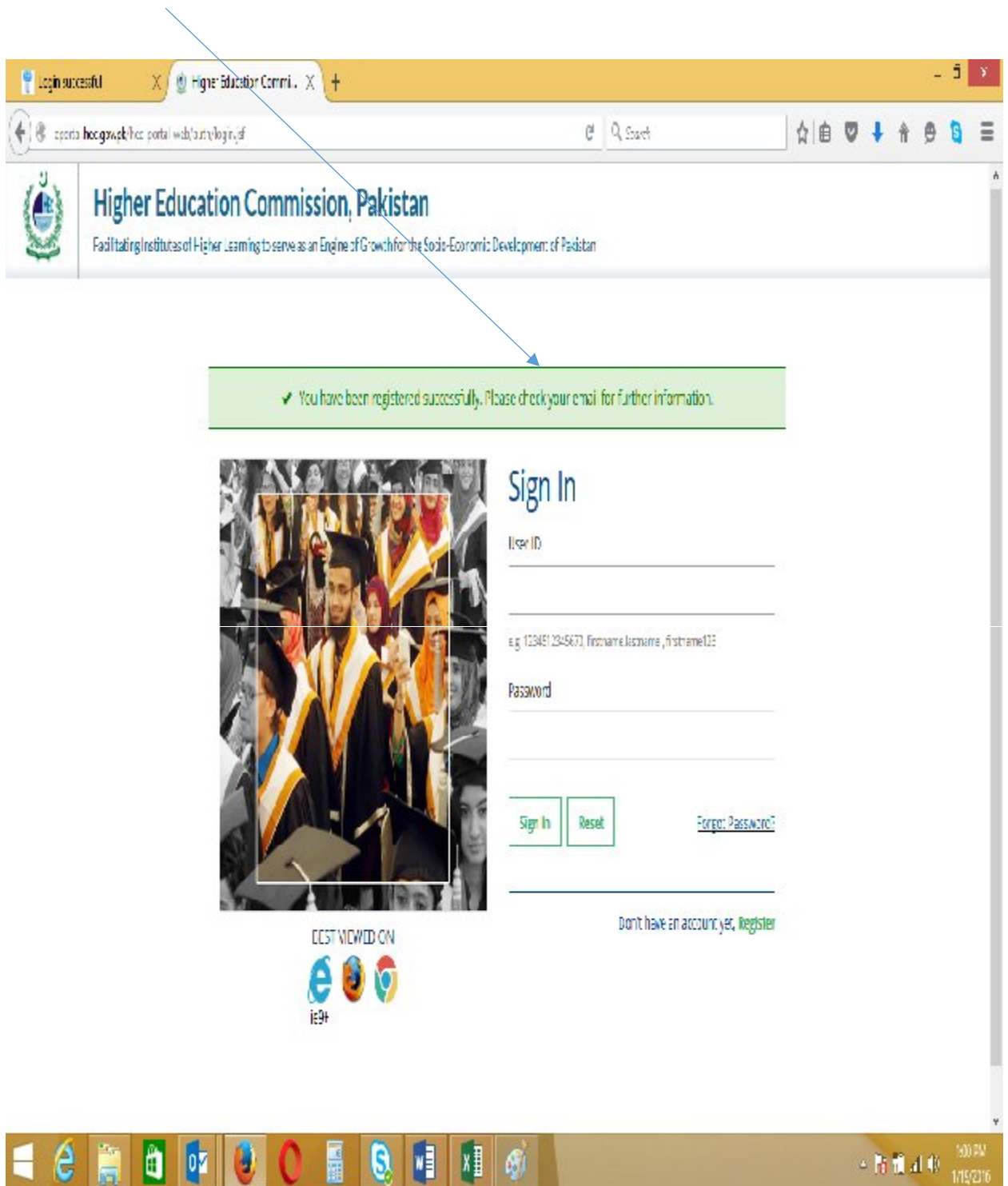
- Enter “Captcha Code”

Captcha Code

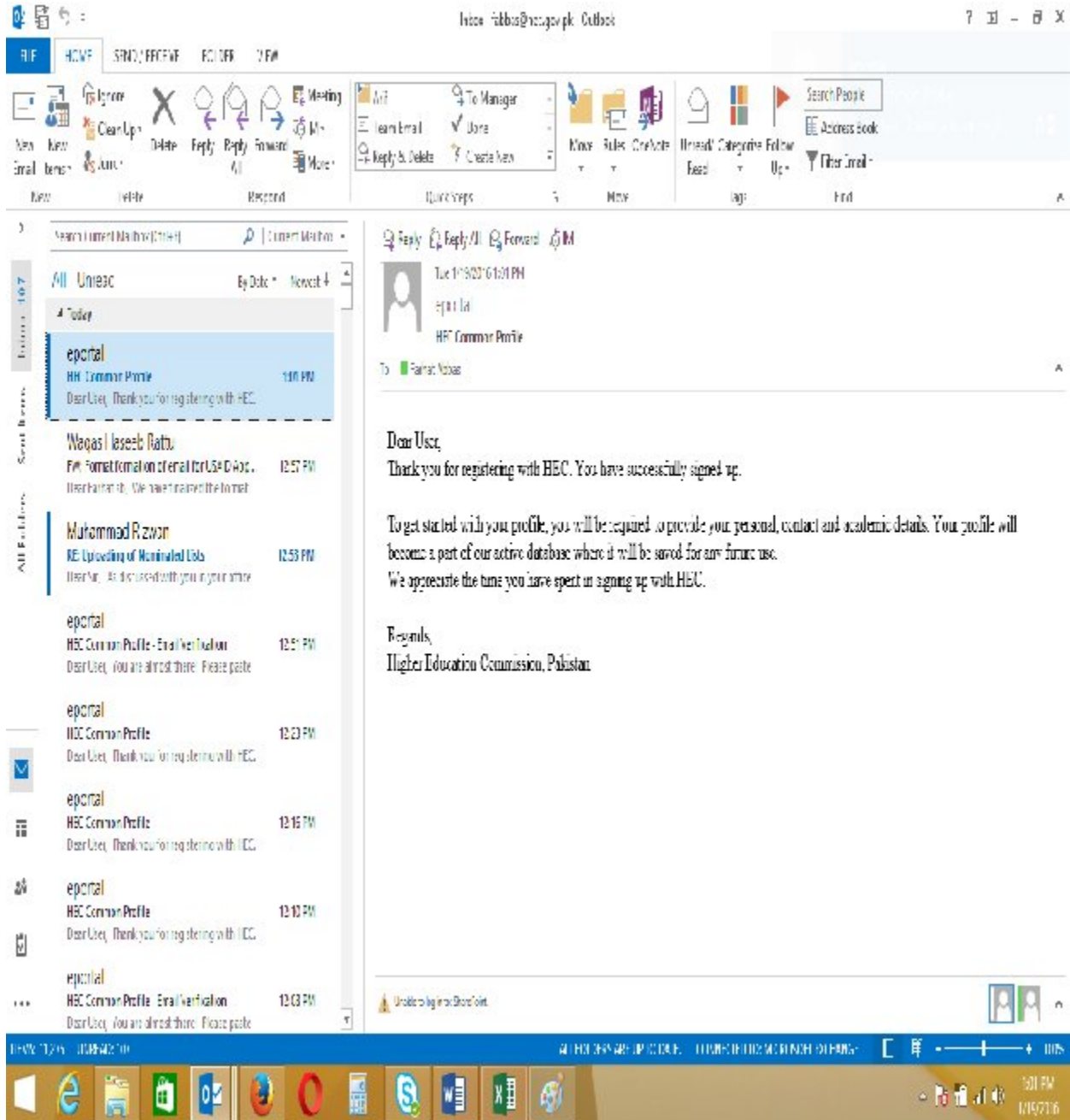
- Enter Captcha Code as in below screen and click “Submit”



- You will receive a message as in below screen



- Email Received



- Please Login with CNIC and Password as below and click “Sign In”

The screenshot shows a web browser window with the URL `accounts.hoc.gov.pk/hec-portal/web/auth/login.jsf`. The page header features the Higher Education Commission, Pakistan logo and the tagline "Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan". A green notification bar at the top states: "✓ You have been registered successfully. Please check your email for further information." Below this is a "Sign In" section with a background image of graduates. The form includes fields for "User ID" (containing "3210603205896"), "Password" (masked with "*****"), and a "Forgot Password?" link. A blue arrow points to the "Forgot Password?" link. At the bottom of the sign-in area, it says "Don't have an account yet. Register". Below the sign-in area, there is a "BEST VIEWED ON" section with icons for Internet Explorer, Firefox, and Chrome, and the text "ie9!". The Windows taskbar at the bottom shows various application icons and the system clock displaying "1:32 PM 1/14/2016".

- If you forget password, please click “Forgot Password” on above screen

- This is “My profile” screen. It consists of 11 Tabs
- Click each Tab on eby one and fill the relevant fields

The screenshot displays the 'My Profile' page of the Higher Education Commission, Pakistan. The page is structured as follows:

- Header:** Higher Education Commission, Pakistan. Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan.
- Navigation Menu (Left):** Dashboard, My Profile, Research and Development, Scholarship and Grants, Administration and Coordination, Academics.
- Main Content Area:**
 - My Profile** (Current Tab)
 - Personal Detail** (Active Tab):
 - Title*
 - First Name*
 - Middle Name
 - Last Name*
 - Marital Status* (Radio buttons: Married, Separated / Divorced, Single, Widowed)
 - Gender* (Radio buttons: Female, Male, Other)
 - Biographical Information**
 - Date of Birth* (Date, Month, Year dropdowns)
 - Country of Birth* (Dropdown)
 - Profile Picture:** A placeholder image with a 'Browse...' button and 'No file selected' text. Below it are 'UPLOAD' and 'DELETE' buttons.

My Profile

Personal Details | Contact | Education | Employment | Publication | Project | Certifications | Skills | Achievements | References | Document Upload

Tell us about Yourself!

Title*

First Name*

Middle Name

Last Name*

Marital Status* Married Separated / Divorced Single Widowed

Gender* Male Female Other Other

Your picture has been uploaded successfully.

Biographical Information

Date of Birth*

Country of Birth*

Domicile Province*

Domicile City*

Religion*

Domicile District*

National ID

Please enter your identity into nation

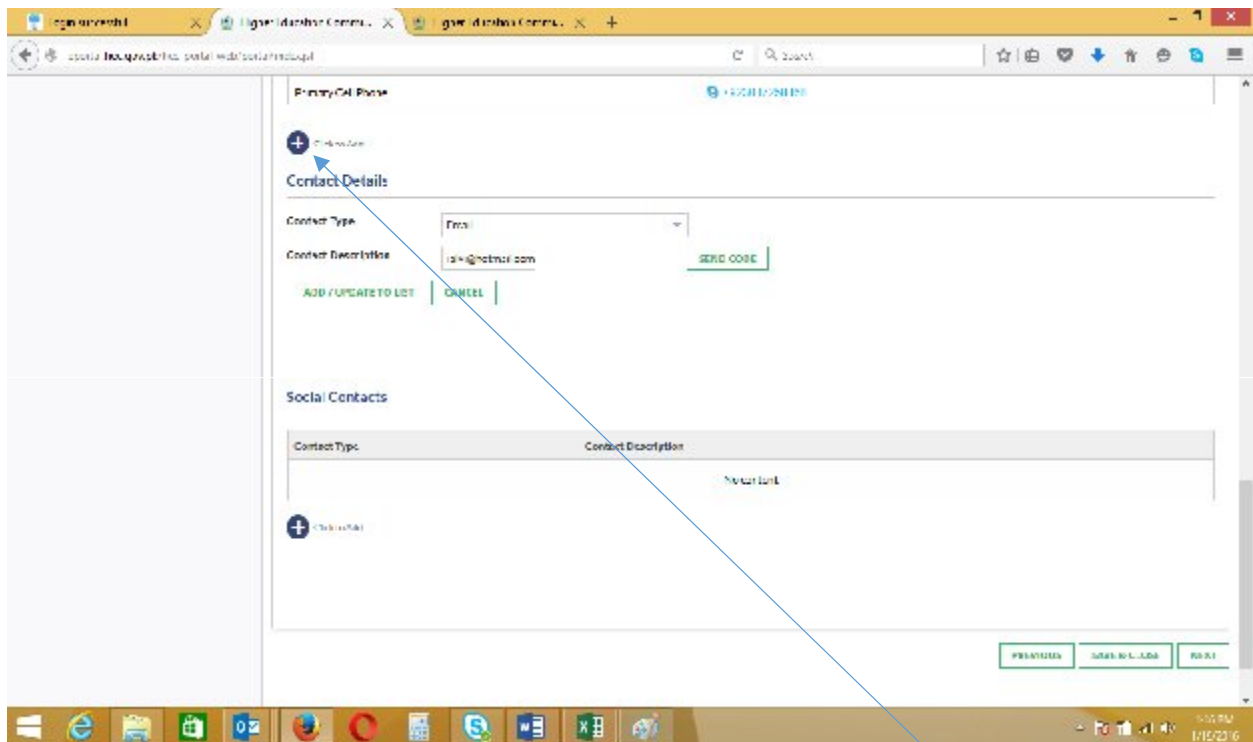
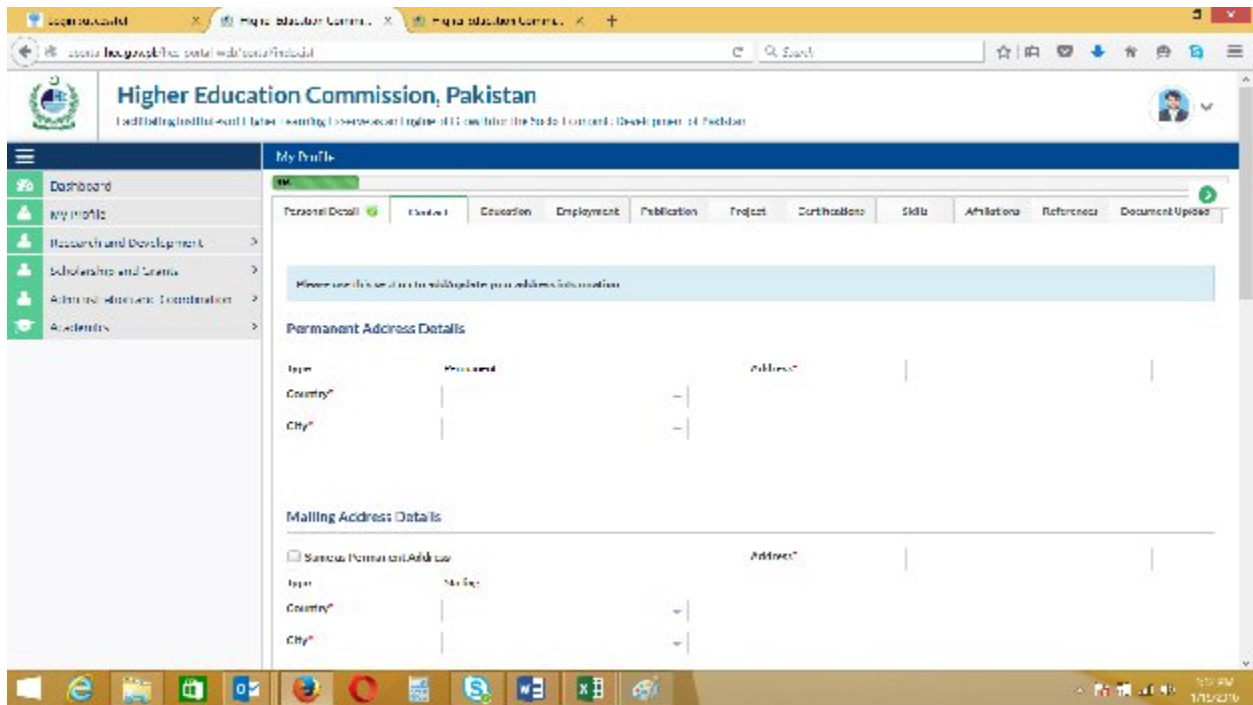
Country	Type	Identification Number
Pakistan	Passport	XXXXXXXXXXXX

Father's Information

Father's Name*

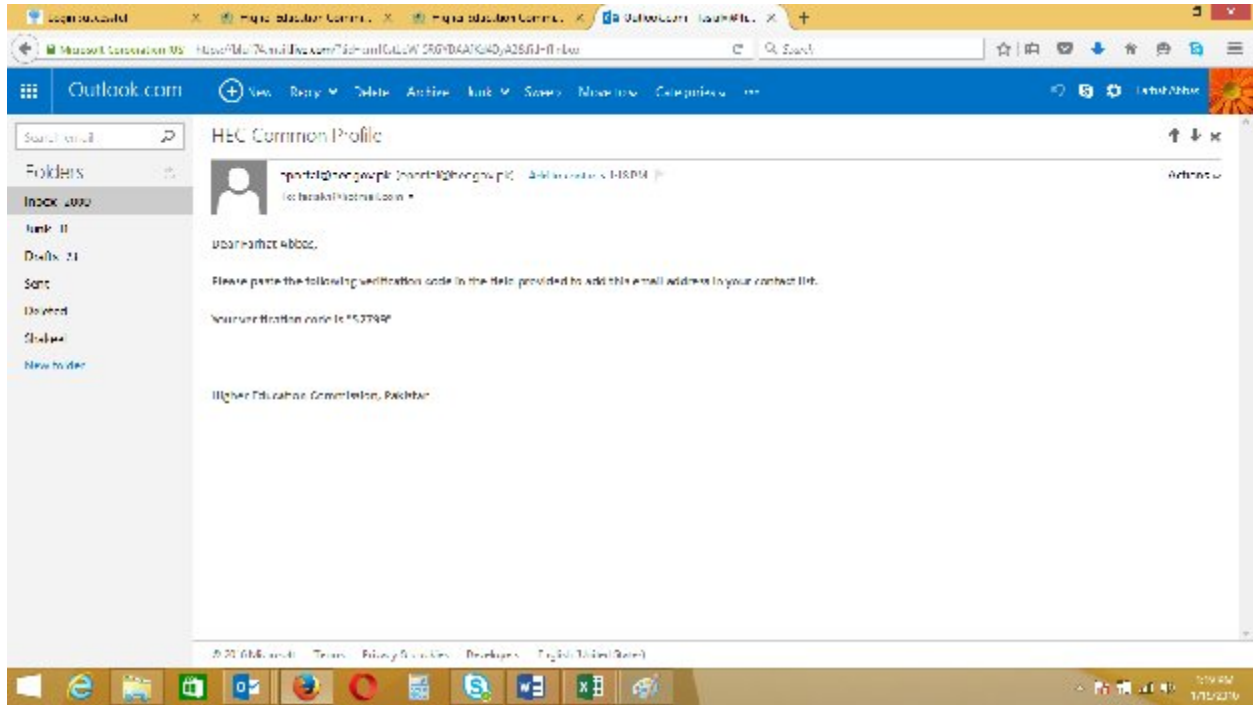
DOB

Status* Alive Deceased

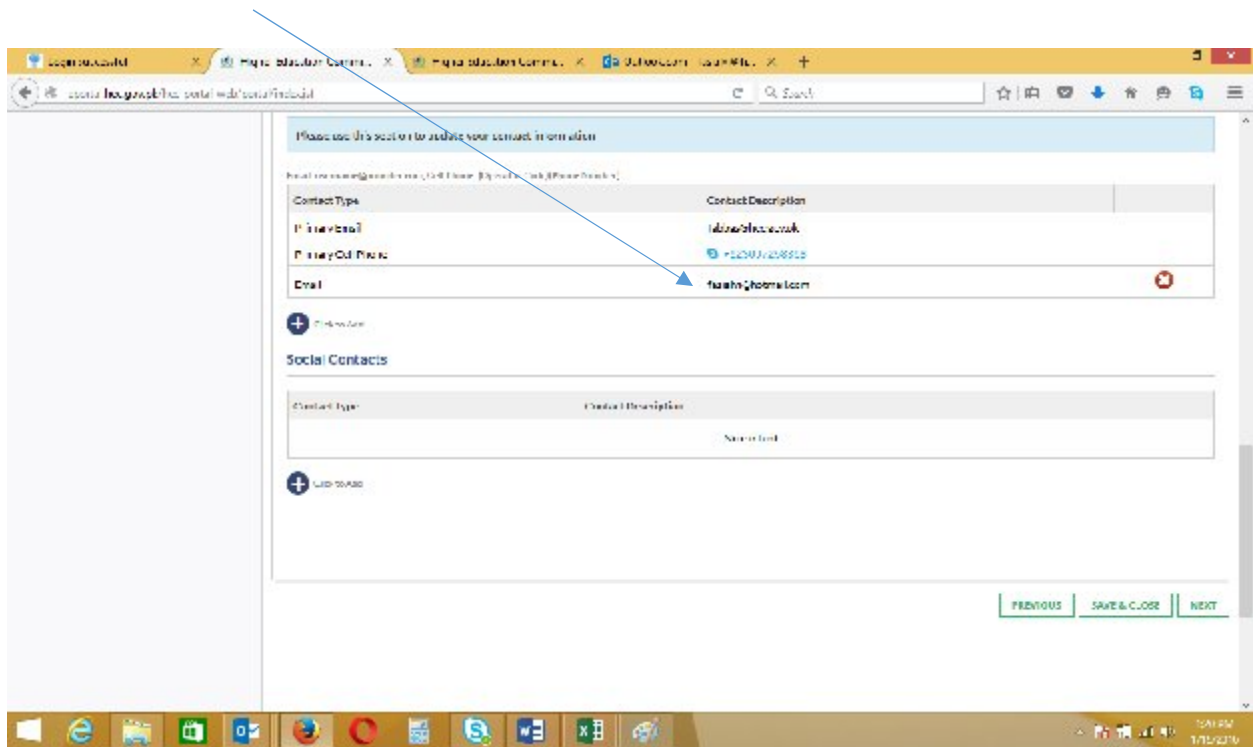


- You can add additional Contact also by clicking “+” sign below the “Contact”

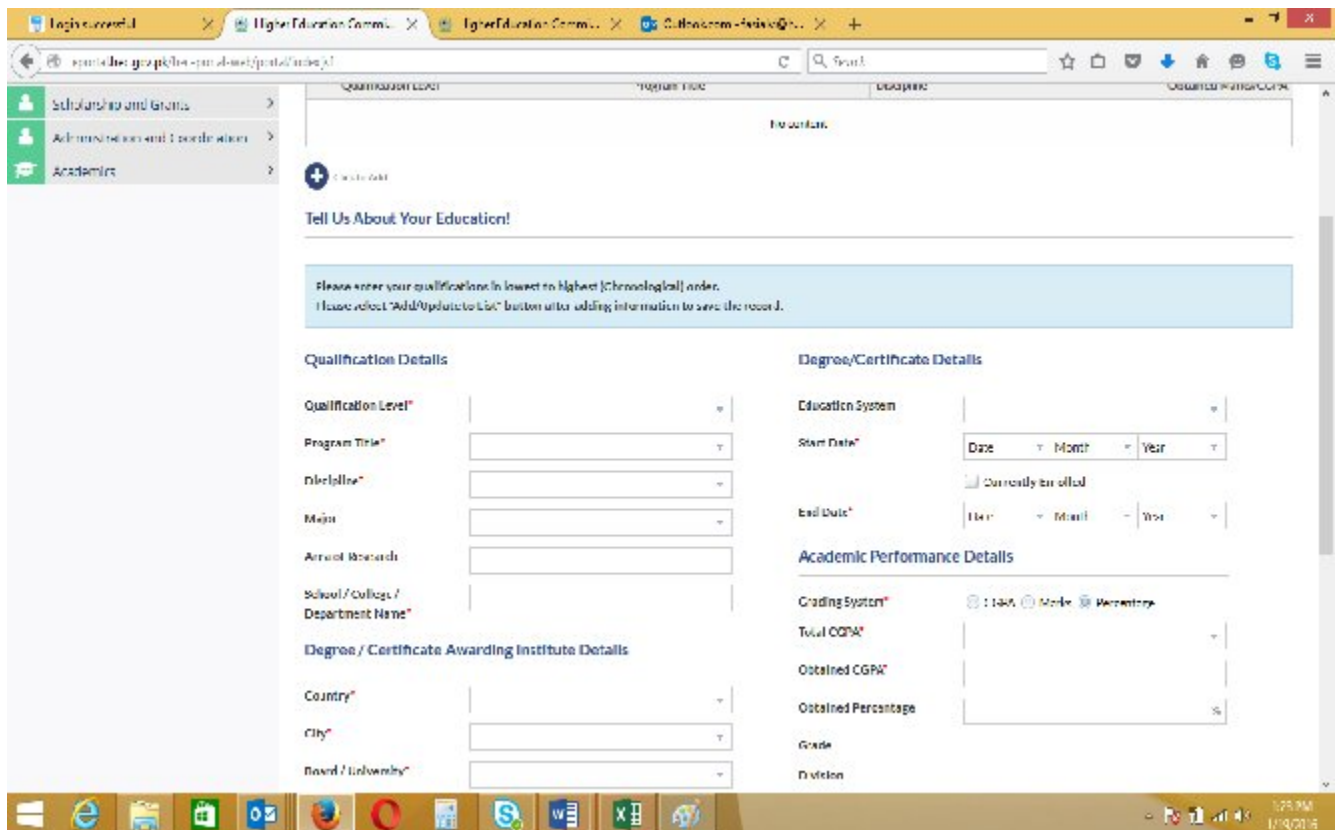
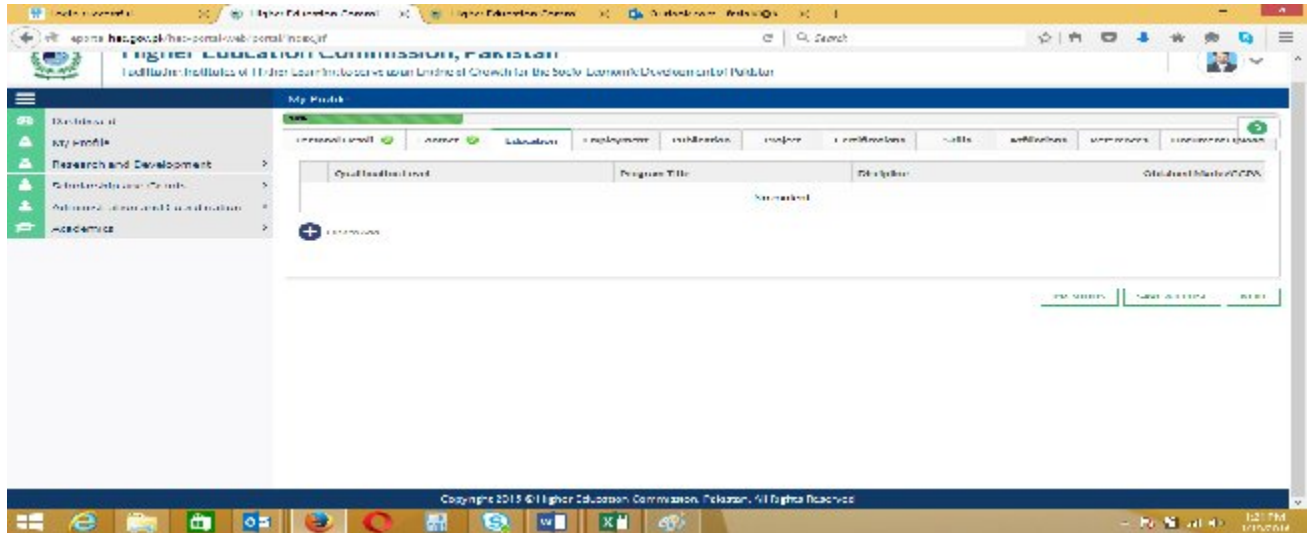
- It will also require code verification, Click “Send Code”
- Enter code and click “Add”



- New Email Added



- “Education” Tab contains Qualification Level
- Click “+” sign and insert first level



Please enter your qualifications in lowest to highest (Chronological) order.
Please select "Add/Update to List" button after adding information to save the record.

Qualification Details	Degree/Certificate Details
Qualification Level* in School Certificate / Matriculation / D Level	Educative System Annual
Program Title* Maths	Start Date* 1 / April / 1990
Discipline* Science	<input type="checkbox"/> Currently Enrolled
School / College / Department Name* Coal HR403CB	End Date* 31 / March / 1992
Institute Sector* <input checked="" type="radio"/> Government <input type="radio"/> Private Sector	Academic Performance Details
Degree / Certificate Awarding Institute Details	Total Marks* 100
Country* Pakistan	Obtained Marks* 60
City* Islamabad	Obtained Percentage 76.47 %
Board / University* BISE Faisalabad	Grade A
	Division Jr

[ADD / UPDATE TO LIST](#) [CANCEL](#)

- Click "Add/Update to List"

- If you want to Edit the information under “Education”, Click the Circular Button on the left side of the updated Qualification Level as in below screen

The screenshot shows the user interface of the Higher Education Commission, Pakistan portal. The page title is "Higher Education Commission, Pakistan" with the tagline "Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan". The user is logged in, and the "My Profile" section is active. The "Education" tab is selected, displaying a table of qualifications.

Qualification Level	Program Title	Discipline	Obtained Marks/CGPA
Secondary School Certificate / Matriculation / O-level	Matric	Science	650.00

Below the table, there is a "+ Click to Add" button. At the bottom right of the profile section, there are three buttons: "PREVIOUS", "SAVE & CLOSE", and "NEXT".

Higher Education Commission, Pakistan

Facilitating Institutions of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan

My Profile

100%

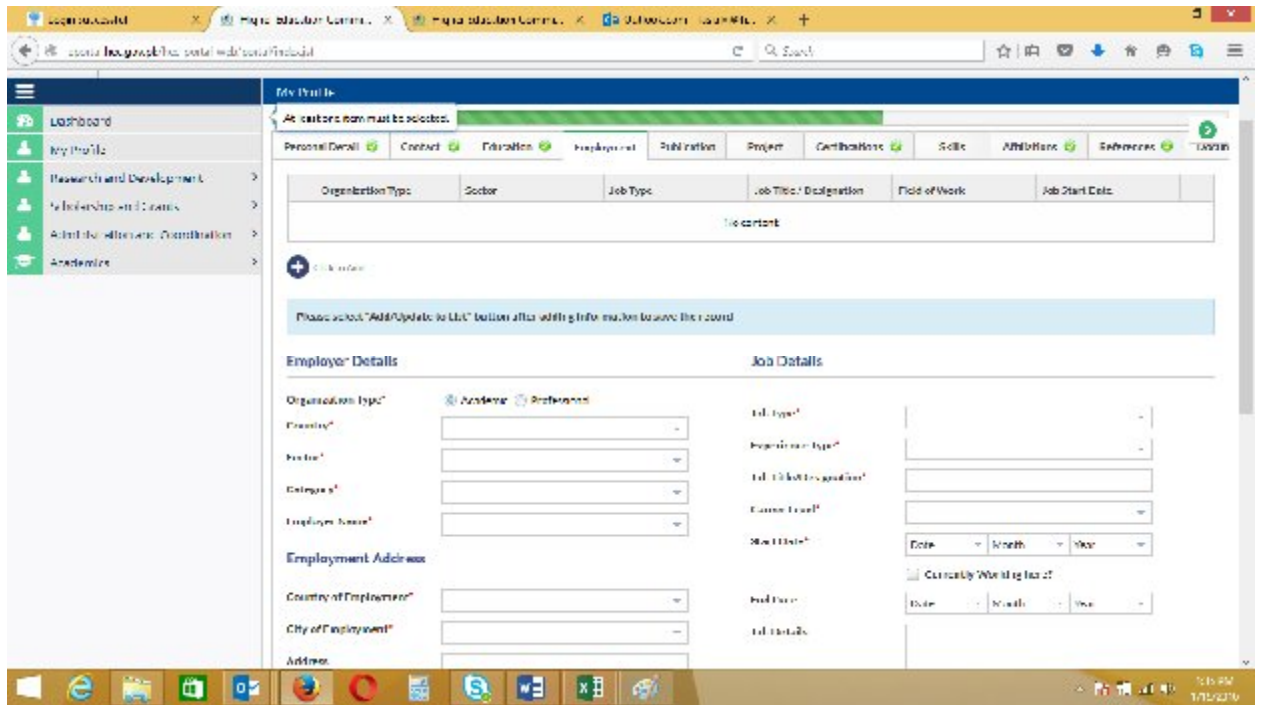
Personal Detail Contact Education Employment Publication Profile Certifications Skills Affiliations References Document Upload

Qualification Level	Program Title	Discipline	Obtained Marks/CGPA
Secondary School Certificate / Matriculation / U - level	Matric	Science	85.00

[Add New](#)
 Tell Us About Your Education!
 Please enter your qualifications in lowest to highest Chronological order.
 Please select 'Add/Update to List' button after adding information to save the record.

Qualification Details		Degree/Certificate Details	
Qualification Level*	Secondary School Certificate / Matriculation / U - level	Education System*	Annual
Program Title*	Matric	Roll No. #*	1 / April / 1999
Discipline*	Science	<input type="checkbox"/> Currently Failed	
School / College / Department Name*	Govt / S / 42260	End Date*	24 / March / 1992

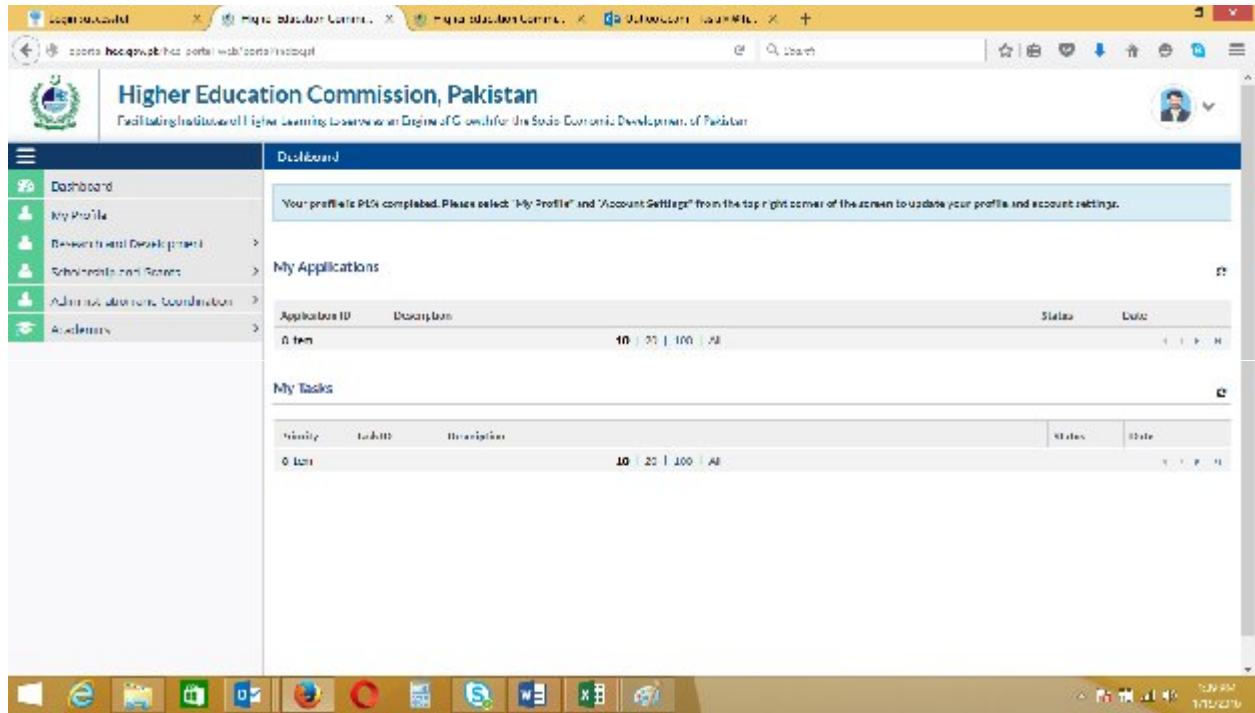
Academic Performance Details



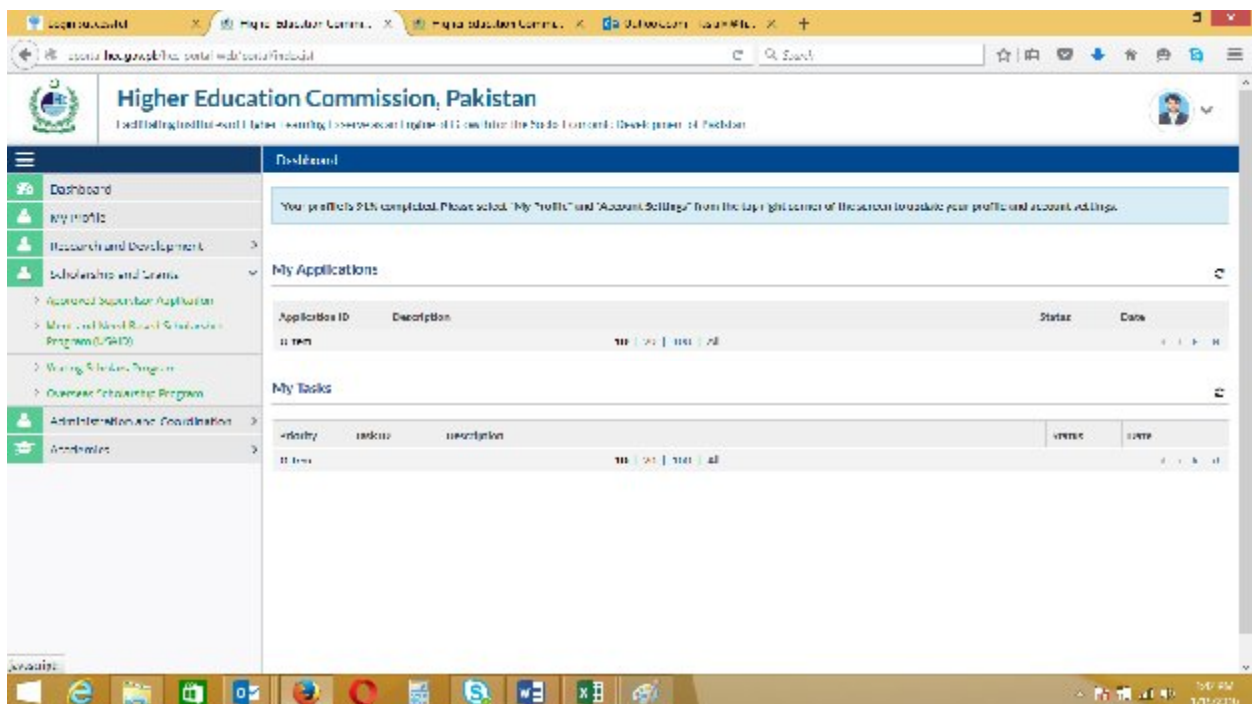
- Add information under all Tabs

- **How to Apply for USAID Scholarship**

- When you complete Profile and Click “Save & close”, you will see the below screen



- **Click “Scholarship and Grants”**



- Click Merit and Need Based Scholarship Program
- You will see the below screen
- Click Application Form

The screenshot shows the Higher Education Commission, Pakistan portal. The header includes the logo and the text "Higher Education Commission, Pakistan" and "Facilitating Institutes of Higher Learning to serve as an Engine of Growth for the Socio-Economic Development of Pakistan". The user is logged in as "Outlook.com - faculty@...".

The dashboard contains a notification: "Your profile is 91% completed. Please select 'My Profile' and 'Account Settings' from the top right corner of the screen to update your profile and account settings."

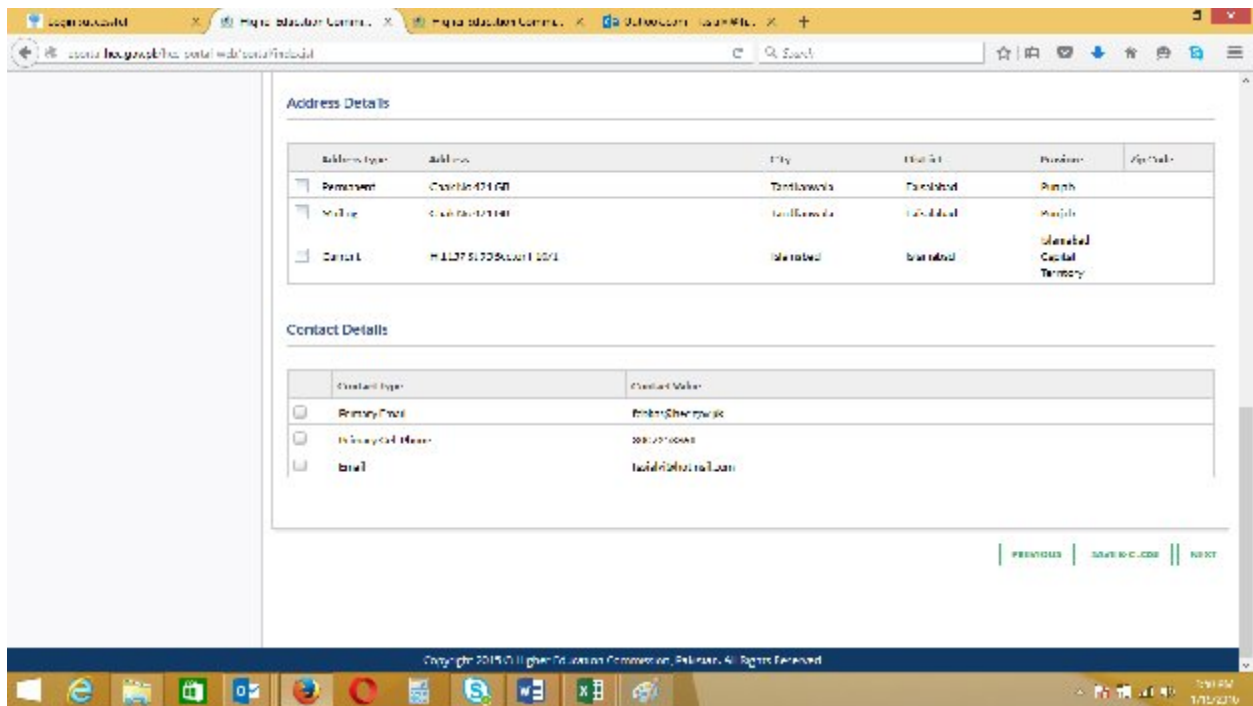
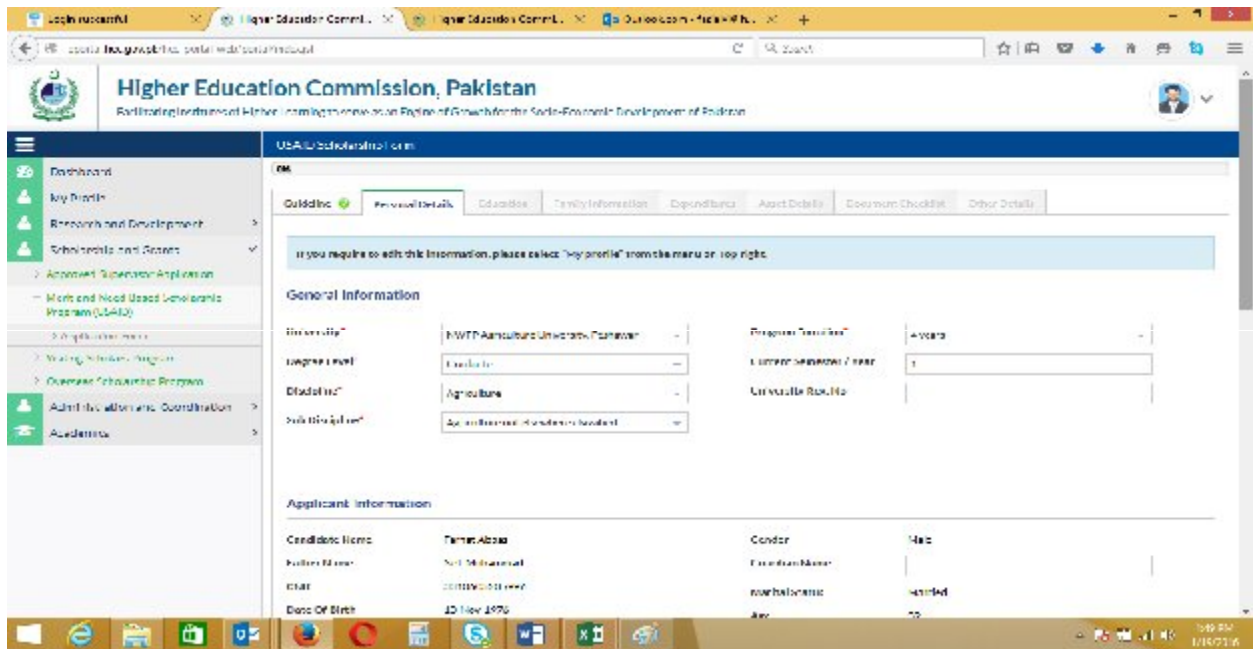
The left sidebar menu includes:

- Dashboard
- My Profile
- Research and Development
- Scholarship and Grants
 - Approved Supervisor Application
 - Merit and Need Based Scholarship Program (MNBC)
 - Application Form
 - Visiting Scholars Program
 - Overseas Scholarship Program
- Administration and Coordination
- Academics

The main content area has two sections:

- My Applications**: A table with columns "Application ID", "Description", "Status", and "Date". The data row shows "Open" with a progress indicator "10 | 20 | 100 | All".
- My Tasks**: A table with columns "Priority", "Task ID", "Description", "Status", and "Date". The data row shows "Open" with a progress indicator "10 | 20 | 100 | All".

The Windows taskbar at the bottom shows the time as 1:42 PM on 1/19/2016.



- The fields have been already updated in Profile and also required in Application Form will be filled automatically while Applying for Scholarship
- The fields not updated are required to be updated under each Tab
- After entering data under all tabs, click "Submit"

- The below screen shows the submitted form under Dashboard

The screenshot shows the dashboard of the Higher Education Commission, Pakistan. The user is logged in as Farhat Abbas. The dashboard includes a navigation menu on the left with options like Dashboard, My Profile, Research and Development, Scholarship and Grants, Administrative Coordination, and Academic. The main content area is titled 'Dashboard' and contains a message: 'Your profile is 91% completed. Please select "My Profile" and "Account Settings" from the top right corner of the screen to update your profile and account settings.' Below this, there are two sections: 'My Applications' and 'My Tasks'. The 'My Applications' section contains a table with one application listed.

Application ID	Receipt Item	Status	Date
2022	HEAID Fee saving Application Form	Submitted	19 Jun 2016

The 'My Tasks' section is currently empty.

Please Note that :

- The submitted Form cannot be edited. Please check saved information carefully before click “Submit”.
- You can upload the required documents also
- Print Form by clicking “Print Application” and attach your copies of required documents
- Submit to the financial Aid office