



“User Guide for Volunteer Registration & contribution Process on Vidyanjali portal”

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Department of School Education & Literacy
Ministry of Education

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(1) Individual Registration Process

Step 1: Click on Log-In button from the Homepage



Department of School Education & Literacy
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Login



Welcome to
**Vidyanjali – A School
Volunteer Programme**

Become a Volunteer



Inauguration of Vidyanjali portal by
Hon'ble Prime Minister of India on the
occasion of Shikshak Parv 2021

Shri Narendra Modi
Hon'ble Prime Minister of India

* Volunteer to visit the Vidyanjali portal, available as www.vidyanjali.education.gov.in

Step 2: Click on Volunteer Registration button

Login (Already Registered User)

Volunteer (from India) Volunteer (NRI/PIO) School

Mobile Number/Email-Id

Use OTP as password?

Forgot/Generate Password

Password

Captcha *

Enter Captcha www5n

Sign In

New User Registration

Welcome To Vidyanjali

A school Volunteer Programme

VOLUNTEER REGISTRATION
(Individual, NGO, Organization)

SCHOOL REGISTRATION

*The volunteer registration tab is common for all category of volunteer registration


Step 3: Fill the details and Click on “Get OTP”

Home • Volunteer Registration


Individual Volunteer (from India) Volunteer (NRI/PIO) NGO

Full Name * **Email ***

State * **District ***

Country Code * **Mobile Number *** **Enter Your OTP *** 

I understand that the scope of volunteer service with Vidyanjali- A school Volunteer program is Nonprofit and limited to a volunteer position with no compensation provided in return for services. *



*After submitting the OTP, the volunteer to click on Registration button for final submission.

(2) Civil Society/NGO Registration Process

Step 1: Fill the details and Click on “Check” button

Home • Volunteer Registration

Individual Volunteer (from India)

Volunteer (NRI/PIO)

NGO

Darpan Id *

Pan No. *

Check



Note: Please enter darpan id like (AB_XXXX_YYYYYYY)

*Once the user fill the details such Darpan ID and Pan No, the name and other details of the organization associated with Darpan ID will be appear on the screen which the volunteer organization will have to fill.

Step 2: Fill the details and Click on “Register” button

Home • Volunteer Registration

Individual **NGO** Organization

Select **NGO** radio button to register NGO as Volunteer

Darpan Id * Pan No. *

Name of NGO * Email of NGO *

Mobile of NGO * Enter Your OTP *

We need to add for true declaration of information like i am authorized representative of NGO/Organizations and information provided by me is true to best of my knowledge. *

*Volunteer organization to fill all the required details and get the OTP, also will have to tick mark the declaration. After that, they can proceed for the final registration by clicking on the registration tab given below.

(3) NRI/PIO Registration process

Step 1: Fill the details and Click on “Get OTP”



Individual Volunteer (from India) Volunteer (NRI/PIO) NGO

Name of NRI * Email of NRI *

State * District *

Country Code * Mobile of NRI * Enter Your OTP *

I understand that the scope of volunteer service with Vidyanjali- A school Volunteer program is Nonprofit and limited to a volunteer position with no compensation provided in return for services. *



*After submitting the OTP, the volunteer to click on Registration button for final submission.

(4) Volunteers Log-in Window

Step 1: Go to the log-in window and Fill the details to sign-in

The screenshot displays the Vidyanjali website's login and registration interface. At the top, a navigation bar includes links for Home, About Vidyanjali, Contribute, State Initiatives, Search School, Guidelines, User Manual, and Awareness, along with a green 'Login' button. Below the navigation bar, a blue header shows 'Home • Login'. The main content area is split into two sections by a vertical line. On the left, the 'Login (Already Registered User)' section features three radio buttons for user categories: 'Volunteer (from India)' (selected), 'Volunteer (NRI/PIO)', and 'School'. Below these are input fields for 'Mobile Number/Email-Id' and 'Password', a checkbox for 'Use OTP as password?', and a 'Forgot/Generate Password' link. A 'Captcha' field with the text 'vkgm5' and a refresh icon is also present. At the bottom of this section is a large orange 'Sign In' button, which is highlighted by a large orange arrow pointing left. On the right, the 'New User Registration' section features the text 'Welcome To Vidyanjali' and 'A school Volunteer Programme'. It contains two registration buttons: a blue 'VOLUNTEER REGISTRATION' button with a subtext '(Individual, NGO, Organization)' and a green 'SCHOOL REGISTRATION' button.

*The volunteers can choose their appropriate volunteer category and can sign-in with the help of OTP or password

Step 2: Click on “Contribute” button to choose the category

The screenshot displays the Vidyanjali website interface. At the top left, the logo of the Department of School Education & Literacy, Ministry of Education, Government of India is shown. To the right are the G20 India 2023 logo and the Vidyanjali logo. The navigation bar includes links for Home, About Vidyanjali, Contribute (highlighted with an orange arrow), Search School, Guidelines, User Manual, Awareness, and Vidyanjali Account. A dropdown menu is open under the 'Contribute' button, listing four categories: Kendriya Vidyalaya Sangathan, Navodaya Vidyalaya Samiti, All Service/Activity, and All Assets/Material/Equipment. Below the navigation bar, the dashboard shows a 'Volunteer' profile with a star rating and a sidebar menu. The main content area features four cards: 'Total Applied Service/Activity' (0), 'Completed' (0), 'In Progress' (0), and 'Application withdrawn / Requirement Not Matched' (0).

*The volunteers to choose the appropriate contribution category from the dropdown

Step 3: Click on “Contribute now” button



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Vidyanjali Account



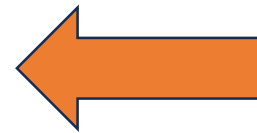
Contribute in School Assets / Material / Equipment

Home • Contribute in School Assets / Material / Equipment

CONTRIBUTE IN SCHOOL ASSETS/MATERIAL/EQUIPMENT

School infrastructure provides suitable environment to students for facilitating the education. It is a necessity to ensure access to education. Augmentation and upkeep of Infrastructure requires appropriate capital investments on regular interval. Volunteers may strengthen the school infrastructure by providing the required Assets/Material/Equipment to schools as per the school requirement.

Contribute Now



*The volunteers to click on contribute now button to proceed further.

Step 4: Choose appropriate category for contribution

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CONTRIBUTE IN ASSETS/MATERIAL/EQUIPMENT

Basic Civil Infrastructure

[Basic Electrical Infrastructure](#)[Classroom Needs](#)[Digital Infrastructure](#)[Equipment for Co-Curricular Activities & Sports](#)[Health and Safety Aids](#)[Items for Residential Schools](#)[Maintenance & Repairs](#)[Office Needs](#)[Teaching Learning Material](#)[Tool Kits and Miscellaneous Equipment](#)

Basic Civil Infrastructure

Additional Classroom
(Primary/Upper
Primary)⁽¹⁴⁸⁾

Additional Classroom
(Secondary/Senior
Secondary)⁽³⁵⁾

Additional Classroom
/ Balvatika (Pre-
Primary Section)⁽²⁴⁾

Art & Craft Rooms⁽¹³⁾

Boundary Wall⁽¹⁹⁷⁾

Drinking Water
Facility⁽⁶²⁾

Gate⁽⁵¹⁾

ICT Lab⁽²⁹⁾

Library (Room, Books
and furniture etc.)⁽⁵⁶⁾

Modern kitchen and
dining facilities⁽⁴⁴⁾

Overhead Water
Tank⁽⁹⁾

Playground with
Equipment⁽⁴⁴⁾



*The requests raised by the schools are clubbed. The volunteers may choose any of the box to view the requests

Step 5: Search school or contribute to any school from the list

State: District: Sub Category:

Assets/Material/Equipment Name:

**In case your desired school / Contribution is not available, you can search your desired school to show your interest for assisting school with Contribution. [All Schools](#)*

Show: Search:

Sr No.	Assets / Material / Equipment Category	Assets / Material / Equipment needed	School Name	State / Autonomous Bodies	District / Region	Total Quantity Required	Remaining Quantity	Application last date	Action
1	Basic Civil Infrastructure	Additional Classroom (Primary/Upper Primary)	GLPS MARIPALYA	Karnataka	TUMAKURU MADHUGIRI	1	1	15 Nov, 2023 04:24 PM	<input type="button" value="Contribute"/>

*The volunteers can search their preferred school for contribution or can also contribute from the live requests listed below.

Step 6: Click on “Contribute” Button to participate

Sr No.	Assets / Material / Equipment Category	Assets / Material / Equipment needed	School Name	State / Autonomous Bodies	District / Region	Total Quantity Required	Remaining Quantity	Application last date	Action
1	Basic Civil Infrastructure	Additional Classroom (Primary/Upper Primary) ⓘ	GLPS MARIPALYA	Karnataka	TUMAKURU MADHUGIRI	1	1	15 Nov, 2023 04:24 PM	Contribute
2	Basic Civil Infrastructure	Additional Classroom (Primary/Upper Primary) ⓘ	100 NO. BARGHULI JB SCHOOL	Assam	TAMULPUR	2	2	16 Nov, 2023 10:23 AM	Contribute
3	Basic Civil Infrastructure	Additional Classroom (Primary/Upper Primary) ⓘ	GLPS MUCHAVEERANAHALLI	Karnataka	TUMAKURU MADHUGIRI	1	1	30 Nov, 2023 10:38 AM	Contribute
4	Basic Civil Infrastructure	Additional Classroom (Primary/Upper Primary) ⓘ	GOVT PRY SCHOOL NOKSA	Arunachal Pradesh	TIRAP	2	2	30 Nov, 2023 11:30 AM	Contribute
5	Basic Civil Infrastructure	Additional Classroom	GLPS BYRATHI	Karnataka	BENGALURU U SOUTH	5	5	01 Jun, 2024 06:41 PM	Contribute

* The volunteers to click on the contribute button and add the quantity of item and then final submit. The school will be notified accordingly. Thereafter, the school will accept or reject the volunteers' interest.

**In case of any query/technical support, feel free to reach out-
Project Management Unit (PMU) of Vidyanjali through;**



Email: pmuvidyanjali@gmail.com



Contact No.: 011-23765602