User Manual
For Applying
MINORITY SCHOOL TEACHER’S Pension

Designed & developed by PMU, Planning-cum-Finance Department (Finance Division)
Technical support by NIC, Jharkhand (IFMS Group)
A retired Minority School Teacher has to follow the steps mentioned below to apply for Online Pension:

**STEP 1**
Pensioner contacts his/her concerned Office / Primary Education Department.

**STEP 2**
Concerned Office / Primary Education Department logs in to e-Pension Portal (https://jkuber.gov.in/jpension) and updates the Retiring Employee’s data.

*Detailed User Manual for Updating the Employee Data can be downloaded from https://jkuber.gov.in/jpension/frmManual.aspx*

**STEP 3**
Concerned Office / Primary Education Department generates the Retiring Employee’s ID and Password for Employee Portal after updating the Employee’s data.

**STEP 4**
Pensioner logs in to the Employee Portal (https://jkuber.gov.in/emp) using his/her Employee ID and Password generated by Concerned Office / Primary Education Department and applies for Pension Online.

*Detailed User Manual & Video Tutorial for applying Online Pension can be downloaded from the Home page of Employee Portal (https://jkuber.gov.in/emp).*