

Application for Scholarship for Higher Education from SBF

The Secretary,
South Central Railway,
HQrs. / Divisional / Workshop SBF Committee,

1	Name of the employee in full (in Block letters)					
1(a)	Name of the Father/Husband					
1(b)	If spouse is a Railway/Government employee, details thereof .					
2	Date of Appointment	3.Bill Unit No.				
4	Designation	5.office/Station				
6	Department/Division	7. P. F. Number				
8	Telephone Number (RLY)	09. MOBILE Number				
10	Substantive Pay Level (Grade Pay)	11.Basic Pay				
12	Name of the Scholar ward	13.Relation ship				
14	Course Studying					
15	Year of Study in the Academic Year 2016-17 (Tick in appropriate box)	1 st	2 nd	3 rd	4 th	5 th
16	Name of the Institution where studying					
17	Whether the child is in receipt of any other scholarship. If so, the value.					
18	Whether the child is exempted from payment of term/tuition fee. If so, the value.					
19	Whether the student is employed and is having his/her own resources.					

I hereby declare that all the particulars furnished above are true and I am liable for disciplinary action, if they are proved to be incorrect at a later date. I also declare that the student Master/Kumari..... Is related to me as

Date:
Place:

Signature of the employee

II) In case, where the student is a dependent on the employee, the following declaration needs to be submitted,

Witnesses:

We hereby declare that the particulars furnished by

Shri./Smt. _____ Designation _____ are correct to the best of my knowledge:

S. No.	Name (in BLOCK LETTERS)	Designation/Office/ Station	Mobile No.	Signature
01				

The details mentioned in Col. No.12 is hereby certified. The said scholar ward has been included as a dependent in the pass declaration submitted by the employee.

Signature & Designation of the Pass Issuing Officer.

No.

Office

Date

Station:

Forwarded, It is certified that the particulars furnished against item 1 to 10 have been verified and found correct.

Signature & Stamp of the Controlling Officer

Documents to be enclosed to the application:

- 1) Attested copy of the Mark Lists of the Qualifying Examination, viz., the exam passed in the Academic Year 2016-17.
- 2) Certificate from the College of study on Fee Payment (Annexure).
- 3) Pay slip & ID card (both sides)

Name of the college with seal.
Affiliated to :

CERTIFICATE

This is to certify that Kum./Master _____
Son/Daughter of Shri _____, is/was a student
of this college studying in _____ (course) _____
(Year of study –1st Yr, 2nd Yr, 3rd Yr, 4th Yr etc.,) during 2016-17.

2. The student has remitted an amount of ₹ _____
(Rupees _____ only)
towards college fee during the said Academic Year 2016-17. **It is also certified
that the student is NOT EXEMPTED from payment of FEE and is also not in
receipt of any SCHOLARSHIP from any other sources.** It is also certified that
the student has completed his academic year 2016-17 successfully, without
any backlogs.

1. This certificate is issued to the student to enable him/her to obtain
SCHOLARSHIP from the Staff Benefit Fund of the Railways.

PLACE:

DATE:

Signature of the Authorized Signatory
with College Seal

CHECKLIST

1. The applications should invariably be made in Proforma enclosed to this notification. No column should be left blank in the application.
2. The bonafide of the education pursued, Fee Paid etc., should be certified by the College of Study. (For foreign studies should enclose I-20)
3. The attested copy of mark list of the exam passed in the **Academic Year 2016-17** (for those who have not completed their exams for 16-17 academic year may submit marks list of 15-16)
4. Application with INCOMPLETE details shall stands rejected.
5. The Children/Dependents in whose favour the scholarship is applied for should be covered under Pass Rules of parent employee.
6. Applications for grant of scholarship should be submitted to the Secretary, S.C. Railway Headquarters SBF Committee & Dy.CPO/Welfare in the prescribed proforma.
7. **Important dates:**
 - a. Date of publication of notification 07.06.2017
 - b. Last date for submission of application 31.08.2017
8. **NO Belated cases will be entertained in future.**