

**FORM NO:2**

**APPLICATION FOR GRANT OF SCHOLARSHIP FOR TECHNICAL/ PROFESSIONAL EDUCATION (DEGREE/DIPLOMA) OF GIRL CHILDREN (FOR ONE ONLY) OF STAFF (IN GRADE PAY UPTO RS. 2,400/-AS PER 6TH PC SCALE OF PAY) FROM STAFF BENEFIT FUND FOR THE YEAR 2023-24.**

(All applications should come in a bunch duly forwarded by the Deptt. Officer)

(INCOMPLETE APPLICATION WILL BE SUMMARILY REJECTED)

1	a)	Name of the applicant in full (in block letters).		
	b)	(i) Designation (ii) Deptt (iii) Section &		
		(iv) Station.		
		(v) Contact No. (Mandatory)		
		(Rly. Ph./P&T & Mobile).		
		(vi) Email ID		
	c)	(i) P.F. A/c./Employee No. (ii) Bill Unit No.	(i)	(ii)
	d)	(i) Group – (ii) UR/SC/ST/OBC	(i)	(ii)
e)	Bill complying Officer of the applicant			
f)	Pay and Level as per 7 <sup>th</sup> PC as on 01.07.2023	(i) Pay		
		(ii) Level		
2	a)	Name of the ward in block letters. (Student son/daughter).		
	b)	Relationship with the employee.		
	c)	(i) Name of the course –		
		(ii) Total length of the course:		
		(iii) Last exam. passed -e.g. Class-XII/ 1st year of the Tech./Prof. Course etc.(supporting mark-sheet to be attached)		
		(iv)Year of Study (e.g. 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> year etc.) for which application is submitted. Bonafide certificate for that year should be produced.		
	d)	Name and address of the Institution where the student is studying.		
e)	Amount of yearly fees paid including instruments etc. for the course to be supported by original vouchers (in detail- item by item)/where original vouchers are required for retention by the student till the completion of the course, a declaration to be submitted by the employee on receipt of certification from the said institution that the said documents to be preserved by the student in original till the completion of the course and in such situation photo copies of vouchers will be accepted on provisional basis for grant from SBF. All documents and vouchers in this regard should be attested by the departmental officer.			

	f)	(i) Whether the Institution is recognised by the Central or State Govt.	
		(ii) Name of the body (AICTE/University etc.) to which affiliated.	
3		Whether the student was or is in receipt of any assistance like stipend, scholarship, free studentship, half free studentship, etc. If so, the amount may be stated.	
4		Whether application is submitted for renewal or fresh course.	
5		Amount of Technical educational assistance received by the applicant from Staff Benefit Fund during last 02 (two) years.	

I hereby declare that the statement given above is correct and I shall be liable to disciplinary action if any of them is found incorrect afterwards.

Encl:

Date: \_\_\_\_\_

Signature of the applicant: \_\_\_\_\_

Designation: \_\_\_\_\_

Deptt./Section/Station: \_\_\_\_\_

NO. \_\_\_\_\_

Date: \_\_\_\_\_

Forwarded to the Secretary, Staff Benefit Fund Committee, SERly./GRC/Kol-43 with the remarks that the particulars given by the applicant have been verified and found to be correct and the claim for Scholarship is in order.

Date: \_\_\_\_\_

Signature of the forwarding officer  
with office stamp

N.B

- (i) Submission of the copy of Mark Sheet for the previous year and a bonafide Certificate from the Institution (where the ward is studying) of respective year is mandatory failing which claim will not be entertained/considered.
- (ii) The above specimen form may be downloaded from the web page: 10.41.2.100 (SER-railnet)/www.ser.indianrailways.gov.in.
- (iii) Scholarship will be awarded for pursuing higher technical/professional education as per decision of Hd.Qrs.SBFC

**LAST DATE OF SUBMISSION OF THIS APPLICATION IS 31.10.2023**