

**STAFF BENEFIT FUND
CLW/CHITTARANJAN**

No:- MW/Wcl/59(SBF) Pt.-IV

Dated:- 27.03.2025

ALL CONCERNED

Sub:- Award of grant from SBF towards technical/professional Scholarship for the financial year 2023-24 (for the period April 2023 to March 2024).

1. It is proposed to award the eligible girls/boys of the non gazetted employees **from level 1 onwards of 7th CPC as on 01.04.2022 substantive pay level**, scholarship for the prosecution of Technical/Professional education during the financial year 2023-24.
2. Maximum amount of scholarship is Rs.1500/- p.m. However, the amount will be proportionately revised if the no of eligible wards are more vis-a-vis the fund available.
3. Staff may also apply in favour of their brothers /sisters who are wholly dependent on them enclosing authentic proof to show that they are wholly dependent on the employees.
4. Detailed rules regulating award in technical/professional scholarships are attached in Annexure-I. Payment of scholarship will be made through the **bank account of the scholar child**.
5. **Mode of Payment:-**
Payment of scholarship will be made through the **bank account of the scholar child**.
6. **Application Forms** :- Application form for **Technical/Professional Scholarship forms** is enclosed as **Annexure-II** and will also be available in website www.clw.indianrailways.gov.in **⇒ News & Recruitment ⇒ Important Notice.**
7. **Last Date**:- Application both for award of new scholarship as well as for renewal of scholarship ,duly filled in prescribed form and supported with required relevant certificate/documents may be submitted through the concerned Head of department, so as to reach **AWO & Secy./SBFMC** by **12.04.2025**. No application will be entertained after **12.04.2025**.

.DA:- As above.


**AWO&Secy./SBFMC
For CPO & Chairman/SBFMC**

N.B.: Self attested Xerox copy (Sl. No. 1 to 4) of the following document must be attached with the application form 1) H.S. Mark sheet, 2) April 2023 payslip, 3) Student pass book first page, and 5) Original Bonafide certificate.

APPLICATION FOR SCHOLARSHIP FROM STAFF BENEFIT FUND (for the period April 2023 to March 2024)

Notice No. MW/Wel/59(SBF)/Pt.IV

Dated:- .03.2025

1.	Name of the Employee					
2.	Designation		T/No.			
3.	Office		No. of Children		Mobile No.	
4.	Control No.		Bill Unit No.			
5.	Basic Pay as on 01.04.23		5.a	Level in 7 th CPC as on 01.04.23		
6.	Name of the student in whose favour the scholarship is sought for					
6.a	Relationship with the employee (Son/ (Daughter/ Brother/ Sister)		Amount received in last year from SBF			
7.	Date of birth of the student (DD/MM/YYYY)		Present application is for new scholarship or renewal (TICK MARK)		NEW	RENEWAL
8. Marks obtained in each examination (Enclosed Mark Sheet for each examination) [Percentage of marks to be calculated taking into account the marks obtained in all subjects appearing at the Marks Sheet]						
Examination Passed		Year of passing	Total marks of examination	Total marks obtained	Division	Percentage %
Secondary						
Higher Secondary						
9.	Name of the Institute where presently studying (technical/professional)			Name of the course		
10.	Date of admission at the Institute (dd/mm/yyyy)	Duration of course (in yrs.)	Year of study (1 st /2 nd /3 rd etc.	Degree/ Diploma/Post Graduation		
11.	Whether in receipt of any scholarship /financial assistance (YES/NO)		If yes then mention the source of scholarship/financial assistance			

(Submit certificate in original from the Institute as per specimen copy attached with this form)

12. Details of the Bank Account held by the student (Photocopy of 1st page of Bank Pass Book)

Name of the Account Holder	Account Number	Bank Branch & IFSC code
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I hereby declare that the information furnished above are true and I am liable for disciplinary action, if any of the information furnished above proved to be incorrect at any point of time.

No. of enclosure:

Date:

Signature of the employee

To the best of my knowledge, the particulars given above are true and his/her case is forwarded for consideration.



RULES FOR TECHNICAL/PROFESSIONAL SCHOLARSHIP UNDER SBF/CLW

1. The scholarships will be available for sons & daughters, dependent brothers & sisters of non gazetted employees in Substantive Grade Pay Rs 1800/- and above as per 6th CPC i.e from level 1 onwards of 7th CPC as on 01.04.2021
2. The scholarship is only meant for the wards, who are pursuing professional/technical course of studies and not for general courses of studies, like conventional B.A./B.Sc./B.Com. etc.
3. The courses offered by Open Universitites/Institutions through correspondence are not eligible for scholarship.
4. The scholarship will be payable from the date of admission into a particular institute or class from which Technical/Professional education.
5. The technical scholarships granted to candidates may be continued, in cases where no failures or detention in the same class and the candidates is allowed to continue studies in the next higher class. For detention/failure during the course of studies, scholarship is not admissible, unless he/she is promoted to next class.
6. The Scholarships once granted will not be affected by the death, invalidation or retirement or superannuation of the employee. However, if any employee resigns from service, he will lose his scholarships sanctioned to his children or dependent brothers /sisters.
7. Staff/students who are in receipt of any scholarships or assistance from any other source are not eligible for Technical scholarships. The application should be accompanied by a certificate from the institution where the ward is studying that the ward is not in receipt of any scholarship of financial assistance from the institution or from any other source as per Annexure-III.
8. If both the applicant and his /her wife/husband are Govt. employees, the full particulars of income of the Husband/Wife of the applicant will have to be furnished.

28/27/3/4
For CPO Chairman/SBFMC

Annexure-III

TO WHOM IT MAY CONCERN

This is to certify that Sri/Km. _____

Son/Daughter of _____ is a bonafide student
of this Institution and undergoing the course of _____.

He/She is the student of _____ year of _____ Semester.

The total duration of the course is _____ years. He/She is not enjoying any
financial assistance/Scholarship from this Institution during the year _____.

Further the following particulars are certified.

1. Date of Admission : _____
2. Session beginning from the month : _____
3. Month and year of completion of course: _____
(In case of final year student only)
4. Whether the Institute is recognized/by : _____
any eminent University.

Signature of Principal/In-charge with office seal

30/12/23