



Divisional Railway Manager Office, Mumbai Central

No. E/Wel/SBF/1075/04/02/2026-27 (1)

Date: - 25.09.2026

To,

All Concerned

NOTIFICATION

Sub: Educational Scholarship from SBF to the wards of Non-Gazetted Railway employees in Grade Pay of **above Rs. 2400/- for the year 2026-27** for Technical / Professional Education

Ref: Dy. CPO (Wel/Bills) & Secretary CSBF Committee letter no. (SBF) 1075/14/3/2026-27 (1) dated 21-09-2026.

A) (i) Scholarship for Medical/ Para-Medical / Engineering degree courses will be granted from SBF to the wards of Non-Gazetted Railway employees of all Departments, including RPF. Maximum admissible amount is Rs 18,000/- or books+ actual tuition fee and other fees like admission fee, library fees, exam fees, building fund, insurance, any other compulsory charges, whichever is less. On the date of application, the employee should be in Group 'C' **Grade Pay of above Rs. 2400/-**.

(ii) Normally only those with pass in first attempt of Graduation or Post Graduation in Medical / Para Medical or Engineering courses are eligible to apply. However, Scholarship to wards of employees working in **Grade Pay of above Rs. 2400/-** will be considered for those wards who have passed with Allow to Keep Term (ATKT) without backlog for next year.

(iii) Those pursuing Diploma and below Graduation courses are not eligible to apply.

B) The scholarships are admissible only to students undergoing Studies at institutions affiliated to universities and technical institutions recognized by AICTE or State Govt.

C) Employees re-employed after superannuation and employees of non-Railway organizations on deputation to Railway are not eligible.

D) i) Separate application should be submitted for each child.

ii) Application in prescribed proforma with Annexure "A" duly signed by the head of the institution and self-attested copy of mark sheets, duly forwarded by the controlling officer and should be upload on **ONLINE/e-karmik BCT to DRM (E) BCT.**

(Link: http://203.153.40.19/bct/ek_oo_temp_oo.php)

iii) Fee receipt of the current year and invoice of books to be attached along with application Form.

- E) Scholarship once granted will continue till completion of the course for which it is granted. However, if the employee resigns from service, it will be ceased from the date of demitting service.
- F) **Those getting scholarship from any other source, like Government / NGO / WRWWO etc. can apply for scholarship under SBF only to the extent of an amount which falls short of Rs.18, 000/-** For e.g. if someone has spent Rs. 20, 000/- by way of fees and is getting a scholarship of Rs.10, 000/- from the Government against the said fees, he can apply only to the extent of $18,000 - 10,000 = \text{Rs. } 8,000/-$ from SBF. It is to be kept in mind that the SBF scholarships are in the nature of support to meet the expenses of education and cannot be a source of profit. In case excess claim is detected, the claimant would be liable for disciplinary action. The amount of scholarship received from any other source should be stated in the application and this aspect will be scrutinized by LSBF Committee.
- G) Applications received incomplete due to valid reasons such as non-receipt of marks sheet or any other information, will be kept pending at Division Office.
- H) The name and designation of the officer signing the endorsement at the end of the application form should be indicated with date and rubber stamp of the office.
- I) The submission of application form is through ONLINE mode only, except RPF staff. The staff desired should apply online on official website **e-karmik BCT** by clicking on the link http://203.153.40.19/bct/ek_oo_temp_oo.php
- e-karmik BCT mobile application is available on Google Play Store application**
- J) Advance copy of application directly received from the employees will not be entertained.

The last date for submission of scholarship form is 10.12.2026 by 23:59

Encl: Copy of application form, Annexure 'A'


(Smita Mhasde)
APO (G) BCT
For DRM (E) BCT

C/- All Senior Subordinates BCT Division
C/- DS-WRMS, WREU, AISCSTREA, AIOBCREA

Application form for NEW/RENEWAL of Scholarship under SBF
For the year 2026-27 Grade Pay of above Rs. 2400/-

Section A: Details of Employee

1	Name of the employee (in BLOCK LETTERS):				
2	Designation :	PF:			
3	Department :	Place of Working:			
		Division/Unit:			
4	Officer In-charge				
5	Pay Bill Unit No.				
6	Pay Matrix :	Pay Level:			
	Pay Band :	Grade Pay:			
(Note: Only Substantive Pay will be quoted and not the pay granted under MACP)					
7	Community	UR	SC	ST	OBC
	(Tick the correct option)				

Section B: Detailed particulars in whose favor application is made

1	Name of the student/ward		
2	Relationship with the employee		
3	Whether eligible for passes		
4	Whether married or unmarried		
5	Name of college/Institute		
6	Name of the course		Stage of study during 2026-27
	Whether Degree or Diploma		
7	Duration of course :	Years:	Semester:
8	Whether admitted in Railway subsidized hostel		If yes, Name of the Hostel
9	Name of last exam passed i.e. 2025-26		%age of marks:

(Note: In case of semester system, please submit mark sheets of each semester)

NOTE: -

- i) Copy of passing mark sheet (Self attested)
- ii) In the event of ward being given scholarship, full messing charges are liable to be recovered by the Rlys.
- iii) If the scholarship is sanctioned by WRWWO then remit the Scholarship received by SBF to RSBF Head No 00812104.

Declaration: I declare that the ward is not getting any scholarship from Govt./NGO/WRWWO or is getting a scholarship / aid of Rs. _____ from and the present claim is being made only for the amount by which such scholarship / aid falls short of Rs. 18000/-

Certified that the information given by me is correct. In the event of any irregularity/discrepancy or concealment of fact, I will render myself liable for DAR action and refund the scholarship if sanctioned & received.

P&T / Mobile No.: _____

**Name:
Sign of the employee:
Designation:
Office:**

Encl- Self attested copies of SSC/HSC/ Graduation mark sheet at initial stage & passing Mark sheets of relevant year whichever is applicable.

Rail Auto phone:

**Sign of forwarding Unit In-charge: _____
Designation:
Date & Seal:**

NOTE: - It is certified that all above particulars of the employee are verified & found correct as per check list attached & employee has submitted all required documents as per check list.

**Signature of dealing SBF Clerk/Inspector:
Name:
Designation:
Division:**

**Signature of Personnel Officer:
Name:
Division:**

CHECK LIST FOR NEW SCHOLARSHIP

- a) No rider for any of the courses as indicated in the Notification.
- b) In case of Grade/Point system in mark sheets College Authority has to certify the percentage of marks in "Annexure-A" without which application will not be considered.
- c) Employee has to submit all required self-attested copies of passing mark sheet with application and Fee Receipt without which case will not be considered
- d) In case of Semester system, please enclose mark sheet of both the semester.

Stage of Study	Mark sheets to be produced
1 st year	HSC/SSC/Graduation course on basis of which admission is sought.
2 nd Year	I & II Semester Mark sheets/annual mark sheet of 1 st year
3 rd year	III & IV Semester Mark sheets/annual mark sheet of 2 nd year
4 th Year	V & VI Semester Mark sheets/annual mark sheet of 3 rd year
5 th Year	VII & VIII Semester Mark sheets/annual mark sheet of 4 th year
In the case of medical streams when there is annual exam not been held then Bonafide Certificate may be submitted.	

Annexure "A"

Form to be certified by Head of the College/Institution for claiming Scholarships for the year 2026-27 from Western Railway.

(Note- Any Alteration/deletions in the proforma will lead to rejection)

Certified the Master/Miss _____ Son/Daughter of Shri/Smt _____ is Bonafide student of this Institute/College and this institute/college is recognized by AICTE Affiliated to the state of _____ and examinations are conducted by the university/ Board _____.

This is full time course and NOT part time course or correspondence course.

Particulars of this student as per record are as under:

1. Name of course (In Full): _____
2. Date of initial admission: _____
3. Stage of study during year 2026-27 : Year _____ Semester _____
4. Total duration of course : _____
5. Academic session 2026-27 : from _____ to _____
- 6 a) Whether in receipt of Scholarship/Stipend or any monetary assistance from college/State Govt. and any other sources _____
b) If yes, amount of Scholarship _____ Received per annum
c) Year from which regularly getting _____
7. In case of grade system, it is certified that ward has got marks in each semester/annual exam _____

It is certified that all the above particulars of above student are verified by college authority and found correct.

Signature of the Head of College/Institute

Name:

Designation:

Date:

Place:

College Seal: