

INTEGRAL COACH FACTORY, CHENNAI – 600 038

APPLICATION FORM FOR THE YEAR - _____

For Scholarship under SBF for Children of Staff drawing **Grade Pay up to Rs.2,400/-**

(as per 7th CPC Level 1 to Level 4)

(for pursuing Higher Technical/ Professional Education -valid w.e.f.1.4.2014 as per RBE No.83/2014)

Sl.No	Details	
1	Name of the Employee	
2	Emp.no. Shop/Token no.	
3	Designation	
4	Basic Pay	
5	Grade pay/Level	
6	No. of Children	
7	Name of the Son/Daughter/ Dependent Brother/Dependent Sister in respect of whom scholarship is applied for	
8	Male/ Female	
9	Name of the Technical/Professional Course	
10	Date of Joining the Course	
11	Duration of the Course	
12	Current Academic Year	
13	Is the Institution recognized by State Government or Affiliated to University	Yes/No
14	Name of the Institution	
15	Bank Account details of the child	
	a) SB Account No.	
	b) Name of Bank and Branch	
	c) IFSC Code	
	d) MICR code	
16	Is the student receiving any Stipend or Monetary assistance from any other source for the course of study undertaken or Free ship	Yes /No (If Yes, Give Details)
17	Whether the student failed in previous semesters	Yes/ No (If Yes, Give Details)
18	Contact No. Of employee	

Enclosures to be attached are as follows (as applicable):

1. Attested Copy of the Matriculation Certificate. (For Courses after Matriculation e.g. Diploma).
2. Attested Copy of the 12 th Standard Certificate. (For Courses after 12 th Std).
3. Attested Copy of the Degree Certificate(For Courses after Degree).
4. Attested Copy of latest Semester Exam Mark-sheet.(For all Courses)
5. Form-A (Bonafide Certificate) from the Head of the Institution where the student is studying.**(Strictly as per the Format at Form-A)**
6. Copy of the Passbook (1st Page Bank Account Details).

Self Declaration

I hereby declare that my son/daughter/dependent brother/dependent sister for whom this application is being submitted is not in receipt of any stipend or assistance from any other source for the course of study for which scholarship is now applied for and that the particulars given above are correct. I also give an undertaking that in case any stipend or assistance is granted to him/her, it will be immediately brought to the notice of the Secretary/SBF Committee. I also declare that if my son/daughter/dependent brother/sister fails to pass any examination held at the Institution where he/she is studying, I will immediately inform the same to the Secretary/SBF Committee.

Signature of the Employee

Date:

Forwarded to Secretary /SBF Committee:

Date:

Signature of Immediate superior:

FORM -A

CERTIFICATE FROM THE PRINCIPAL OR HEAD OF THE INSTITUTION IN, WHICH THE
STUDENT IS STUDYING.

Certified that _____ son/daughter/dependent brother/dependent
sister of Mr./Ms. _____ employed in the Integral Coach Factory with
Employment Number _____, is a student of this Institution and is at present
studying in the _____ (1st/2nd/3rd/4th/5th) year of _____ (name of
the Course) Course. The duration of the course is _____ years. The academic session is
from ____/____/20____ to ____/____/20____ and the examinations are conducted by
the _____. He/She is not enjoying free ship and is not receipt of any
stipend or assistance from any other source for this course.

He/She has passed in the _____ (last) Semester Exam held during the academic
year _____ and has not been detained in the same class due to failure in
previous semesters.

Seal of the
Institution:

Signature of the
Head of the Institution