



**SOUTH CENTRAL RAILWAY**  
Headquarters Office, Personnel Branch,  
4<sup>th</sup> Floor, Rail Nilayam, Secunderabad- 500 003



No. SCR/P-HQ/RRC/111/Act. App/2025-26

Dated 11.03.2026

**NOTIFICATION FOR ENGAGEMENT OF ACT APPRENTICES (2025-26)**  
**UNDER APPRENTICE ACT, 1961**

Opening Date/Time of Online Application	Closing Date/Time of Online Application
12-03-2026/17:00 hrs	11-04-2026/23:59 hrs

Online applications are invited from candidates residing in the districts under the jurisdiction of South Central Railway, who fulfill the prescribed conditions stipulated in this notification, for the engagement of **2,801 apprentices** for training under the Apprentices Act, 1961 and Apprenticeship Rules, 1962.

**Important Instructions:**

- Please read all the instructions in this notification carefully and ensure that you are eligible to apply before filling out the online application form available on the RRC/SC webpage of the South Central Railway website [www.scr.indianrailways.gov.in](http://www.scr.indianrailways.gov.in) -->about us-->RRC-SCR.
- For registration, candidates must belong to the States/Districts mentioned in **Para 1.0** and provide proof of residence, a valid Aadhaar number, an email ID, and a mobile number, which must be maintained until the completion of the engagement process for receiving information and alerts.
- In case a candidate does not have a valid personal email ID and mobile number, he/she should create an email ID and obtain a mobile number before submitting the online application. The candidate must maintain the same email ID and mobile number until the completion of the engagement process.
- Candidates should be in possession of an Aadhaar Card at the time of registration. They must enter their 12-digit Aadhaar number in the online application. Candidates who do not yet have an Aadhaar number but have enrolled for Aadhaar and have not received the Aadhaar Card may enter the 28-digit Aadhaar Enrolment ID printed on the Aadhaar Enrolment Slip.
- Candidates should visit only the RRC/SC webpage of the South Central Railway website ([www.scr.indianrailways.gov.in](http://www.scr.indianrailways.gov.in) -->about us-->RRC-SCR) regularly for further updates.

**1.0** The following districts under the jurisdiction of South Central Railway are eligible to apply:

No.	South Central Railway Jurisdiction	
	State	Districts
01	Telangana	All districts
02	Andhra Pradesh	All districts EXCEPT Manyam, Srikakulam, Vijayanagaram
03	Maharashtra	Akola, Amaravati, Aurangabad, Beed, Chandrapur, Hingoli, Jalna, Latur, Nanded, Nasik, Parbhani, Washim&Yavatmal
04	Karnataka	Balki, Bellari, Belgam, Bidar, Gulbarga, Kalaburgi, Raichur&Yadgir
05	Tamilnadu	Vellore
06	Madhya Pradesh	Burhanpur & Khandwa

**2.0** Railway Establishments where Act Apprentice training to be imparted:

List of Training unit under Apprenticeship Training Programme for the year 2025-26		
S.No.	Department	Training Unit Name
1	Civil Engineering	Central Periodic Overhauling Depot/Rayanapadu (CPOH/RYP)
2	Civil Engineering	Zonal Track Machine Depot / Cavalry Barracks (ZTMD/CVB)

3	Civil Engineering	Zonal Track Machine Depot /Rynapadu (ZTMD/RYP)
4	Civil Engineering	Satellite Track Machine Depot /Kazipet (STMD/KZJ)
5	Civil Engineering	Satellite Track Machine Depot/Timmanacherla, Guntakal(STMD/TIM)
6	Civil Engineering	Satellite Track Machine Depot/ Nallapadu (STMD/NLPD)
7	Civil Engineering	Satellite Track Machine Depot/ Mudked (STMD/MUE)
8	Mechanical Engineering	Workshop/Lallaguda (WS/LGDS)
9	Mechanical Engineering	Workshop/Rynapadu (WS/RYPS)
10	Mechanical Engineering	Workshop/Tirupati (WS/TPYS)
11	Mechanical Engineering	Secunderabad Division/Secunderabad
12	Mechanical Engineering	Hyderabad Division/Hyderabad
13	Mechanical Engineering	Nanded Division/Nanded
14	Mechanical Engineering	Guntakal Division/Guntakal
15	Mechanical Engineering	Vijayawada Division/Vijayawada
16	Mechanical Engineering	Guntur Division/Guntur
17	Mechanical Engineering	Diesel Shed/Kazipet
18	Mechanical Engineering	Diesel Shed/Moula-Ali
19	Mechanical Engineering	Diesel Shed/Guntakal
20	Mechanical Engineering	Diesel Shed/Gooty
21	Mechanical Engineering	Diesel Shed/Vijayawada
22	Electrical Engineering	GS(CEGE)-Secunderabad
23	Electrical Engineering	GS(CEGE)- Hyderabad
24	Electrical Engineering	GS(CEGE)- Vijayawada
25	Electrical Engineering	GS(CEGE)- Guntakal
26	Electrical Engineering	GS(CEGE)- Guntur
27	Electrical Engineering	GS(CEGE)- Nanded
28	Electrical Engineering	GS(CEGE)- Lallaguda
29	Electrical Engineering	GS(CEGE)- Rynapadu
30	Electrical Engineering	GS(CEGE)- Tirupati
31	Electrical Engineering	TRD (CEDE)-Secunderabad
32	Electrical Engineering	TRD (CEDE)-Hyderabad
33	Electrical Engineering	TRD (CEDE)- Vijayawada
34	Electrical Engineering	TRD (CEDE)- Guntakal
35	Electrical Engineering	TRD (CEDE)- Guntur
36	Electrical Engineering	TRD (CEDE)- Nanded
37	Electrical Engineering	TRD (CEDE)- CEE/Con./Secunderabad
38	Electrical Engineering	TRD (CEDE)- CEE/Projects/Secunderabad
39	Electrical Engineering	Loco Shed(Dy.CEE/Loco/HQ)-ELS/Lallaguda
40	Electrical Engineering	Loco Shed(Dy.CEE/Loco/HQ)-ELS/Kazipet
41	Electrical Engineering	Loco Shed(Dy.CEE/Loco/HQ)-ELS/Vijayawada
42	Electrical Engineering	Disel Shed/Kazipet (DLS/LZJ)
43	Electrical Engineering	Disel Shed/Guntakal (DLS/GTL)
44	Electrical Engineering	Disel Shed/Gooty (DLS/GY)
45	Electrical Engineering	EMU- ECS/Moula Ali

46	Electrical Engineering	EMU-ECS/Rajamundry
47	Electrical Engineering	TL &AC(CESE)-Secunderabad
48	Electrical Engineering	TL &AC(CESE)- Hyderabad
49	Electrical Engineering	TL &AC(CESE)- Vijayawada
50	Electrical Engineering	TL &AC(CESE)- Guntakal
51	Electrical Engineering	TL &AC(CESE)- Guntur
52	Electrical Engineering	TL &AC(CESE)- Nanded
53	Electrical Engineering	TL &AC(CESE)- Lallaguda
54	Electrical Engineering	TL &AC(CESE)- Rynapadu
55	Electrical Engineering	TL &AC(CESE)- Tirupati
56	S&T Engineering	Singla& Telecom/Mettuguda (S&T/MFT)
57	Personnel Department	Head Quarters/Secunderabad
58	Personnel Department	Workshop/Lallaguda (WS/LGDS)
59	Personnel Department	Workshop/Rynapadu (WS/RYPS)
60	Personnel Department	Workshop/Tirupati(WS/TPYS)
61	Personnel Department	Secunderabad Division/Secunderabad
62	Personnel Department	Hyderabad Division/Hyderabad
63	Personnel Department	Nanded Division/Nanded
64	Personnel Department	Guntakal Division/Guntakal
65	Personnel Department	Vijayawada Division/Vijayawada
66	Personnel Department	Guntur Division/Guntur

**3.0** The details of trade-wise number of candidates to be engaged as ACT Apprentices, along with the break-up of reservations for SC/ST/OBC-NCL/EWS/UR categories, are furnished below:

The Trade wise & Community wise break-up for the 2801 slots for Apprenticeship Training Programme for the year 2025-26											
S.No.	Trade	Community							Total	PwBD (4%)	ExSM (3%)
		SC (15%)	ST (7.5%)	OBC (27%)	EWS (10%)	UR					
1	AC Mechanic	38	19	67	25	102	251	10	8		
2	Carpenter	3	2	6	2	9	22	1	1		
3	COPA	27	14	49	18	73	181	7	5		
4	Diesel Mechanic	16	8	28	10	43	105	4	3		
5	Electrician	189	95	339	124	511	1258	51	38		
6	Electronic Mechanic	13	7	24	8	36	88	4	3		
7	Fitter	81	40	146	53	219	539	22	16		
8	Industrial Electronics	5	2	9	3	14	33	1	1		
9	Machinist	8	4	15	5	22	54	2	2		
10	MMTM	4	2	6	2	10	24	1	1		
11	Motor Mechanic	2	1	3	1	5	12	0	0		

12	Painter	5	2	9	3	13	32	1	1
13	Welder	30	15	55	20	82	202	8	6
	TOTAL	421	211	756	274	1139	2801	112	85

The Trade wise & Department wise break-up of the 2801 slots for Apprenticeship Training Programme for the year 2025-26

S.No.	Trade	Civil	Electrical	Mechanical	Personnel	S&T	Total
1	AC Mechanic	0	234	17	0	0	251
2	Carpenter	0	4	18	0	0	22
3	COPA	0	88	47	31	15	181
4	Diesel Mechanic	28	30	47	0	0	105
5	Electrician	12	1127	107	0	12	1258
6	Electronic Mechanic	0	76	12	0	0	88
7	Fitter	54	221	248	0	16	539
8	Industrial Electronics	12	15	6	0	0	33
9	Machinist	0	25	14	0	15	54
10	MMTM	0	4	20	0	0	24
11	Motor Mechanic	0	8	4	0	0	12
12	Painter	0	3	24	0	5	32
13	Welder	14	47	129	0	12	202
	TOTAL	120	1882	693	31	75	2801

Candidates must choose their priority/preference for the railway establishments of South Central Railway for training **only** while submitting the online application. Candidates are advised to note that, while selecting options, they should choose only the units notified for their respective trade.

- 3.1 The number of training slots mentioned in this notification is provisional and may increase or decrease depend on the actual requirements of the Administration at the time of finalizing the selection.
- 3.2 Reservation for PwBD: There will be a reservation of 4% for Persons with Benchmark Disabilities (PwBD) in the identified trades, i.e., 1% each for the VI, HI, LD, and MD categories. The reservation for PwBD candidates will be adjusted within the appropriate category—UR/SC/ST/OBC-NCL—to which they belong.
- 3.3 Ex-Servicemen: There will be a reservation of 3% for Ex-Servicemen and for children of serving soldiers/officers in the following cases:
- (i) Children of deceased/disabled Ex-Servicemen including those killed/disabled during peace time.
  - (ii) Children of Ex-Servicemen
  - (iii) Children of Serving Jawans
  - (iv) Children of Serving Officers
- The reservation for the Ex-Servicemen quota will be adjusted within the appropriate category—UR/SC/ST/OBC-NCL—to which they belong.
- 3.4 Ex-Servicemen must upload their Discharge Certificate, and in the case of children of Ex-Servicemen or serving Armed Forces personnel, a Service Certificate must be uploaded to avail of the 3% reservation.

- 3.5 **EWS (Economically Weaker Section) Reservation:** Candidates applying against vacancies reserved for EWS must upload a valid Income and Asset Certificate issued by a competent authority, as per **Annexure-E**. In case of non-compliance with these requirements, their claim for EWS reservation will not be considered, and their candidature/application, if meeting all eligibility conditions for the UR category, will be considered under UR vacancies only.

**Educational Qualifications:**

- 4.1 The candidate must have passed the 10th class examination or its equivalent (under the 10+2 examination system) with a minimum of 50% marks in aggregate from a recognized board and must also possess an ITI certificate in the trade notified, from an institute recognized by **NCVT/SCVT**.
- 4.2 The candidate must possess the required qualification as of the date of submitting the online application.
- 4.3 ITI certificates issued by institutes affiliated with **NCVT/SCVT** are mandatory in the relevant trades, as detailed below:

S. No.	Trade	Education Qualification
1	AC MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Mechanic (R&AC) trade
2	CARPENTER	10th/SSC with 50% (aggregate) marks plus ITI Carpenter trade.
3	COMPUTER OPERATOR AND PROGRAMMING ASSISTANT (COPA)	10th/SSC with 50% (aggregate) marks plus ITI in "Computer Operator and Programming Assistant (COPA)" trade
4	DIESEL MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Diesel Mechanic trade.
5	ELECTRICIAN	10th/SSC with 50% (aggregate) marks plus ITI Electrician trade.
6	ELECTRONIC MECHANIC	10th/SSC with 50% (aggregate) marks plus ITI Electronic Mechanic trade
7	FITTER	10th/SSC with 50% (aggregate) marks plus ITI Fitter trade.
8	INDUSTRIAL ELECTRONICS	10th/SSC with 50% (aggregate) marks plus ITI Industrial Electronics trade
9	MACHINIST	10th/SSC with 50% (aggregate) marks plus ITI Machinist trade.
10	MECHANIC MACHINE TOOL MAINTENANCE (MMTM)	10th/SSC with 50% (aggregate) marks plus ITI Mechanic Machine Tool Maintenance (MMTM) trade
11	MOTOR MECHANIC VEHICLE (MMV)	10th/SSC with 50% (aggregate) marks plus ITI Mechanic Motor Vehicle trade
12	PAINTER	10th/SSC with 50% (aggregate) marks plus ITI Painter trade.
13	WELDER	10th/SSC with 50% (aggregate) marks plus ITI Welder trade.

**Note:** Engineering graduates and diploma holders are not eligible to apply for apprenticeships in response to this notification, as they are covered under a separate apprenticeship scheme.

- 4.4 Wards/dependents of railway employees (as per Pass Rules) may also apply online directly.

**4.0 ELIGIBILITY CONDITIONS:**

- 5.1 **AGE:** Candidates should be at least 15 years old and must not have completed 24 years of age as of the closing date for receiving online applications, i.e., 11-04-2026.
- 5.2 **SC/ST/OBC-NCL-** The upper age limit is relaxable by 5 years for SC/ST applicants and by 3 years for OBC-NCL applicants.
- 5.3 **Persons with Benchmark Disability (PwBD):** The upper age limit is relaxed by 10 years.
- 5.4 **Ex-Servicemen:** The upper age limit is relaxable by 10 years for Ex-Servicemen, up to the extent of service rendered in the Defense Forces. There will be no upper age relaxation for the children of Ex-Servicemen (or) serving jawans/officers.

Accordingly, the eligible date of birth range for different communities is as follows:

Community	Candidates should be born between
UR/EWS	11-04-2002 and 11-04-2011
SC/ST	11-04-1997 and 11-04-2011
OBC-NCL	11-04-1999 and 11-04-2011
Ex-Servicemen /PwBD (UR)	11-04-1992 and 11-04-2011
Ex-Servicemen /PwBD (SC/ST)	11-04-1987 and 11-04-2011
Ex-Servicemen /PwBD (OBC)	11-04-1989 and 11-04-2011

- 5.5 Candidates seeking the benefit of SC/ST reservation must upload a Caste Certificate in the Central Government format, issued by the appropriate authority as per **Annexure-B**, which must also be submitted at the time of document verification.
- 5.6 Similarly, candidates seeking the benefit of OBC reservation must upload a Caste Certificate along with a Non-Creamy Layer (NCL) certificate issued within three years from the date of notification, in the Central Government format, by the appropriate authority as per **Annexure-C**. These must also be submitted at the time of document verification. Additionally, OBC candidates must upload a Self-Declaration regarding the current status of Non-Creamy Layer as per **Annexure-D**.
- 5.7 PwBD candidates must upload a Disability Certificate in the prescribed format, indicating 40% or more disability, as per **Annexure-G/H** (whichever is applicable), and must produce it at the time of document verification.
- 5.8 **EWS (Economically Weaker Section) Reservation:** Candidates applying against vacancies reserved for EWS must upload a valid Income and Asset Certificate issued by a competent authority, as per **Annexure-E**.
- 6.0 **MODE OF SELECTION:**
- 6.1 Selection of candidates will be as per the Railway Board guidelines (RBE 120/2015, dated 06.10.2015).
- 6.2 Selection of eligible candidates for training under the Apprentice Act, 1961, will be based on a merit list prepared by calculating the average of the percentage marks obtained in both the 10th Class/Matriculation examination (with a minimum of 50% aggregate marks) and the ITI examination, giving equal weightage to both.
- 6.3 In case two candidates have the same marks, the older candidate will be given preference. If the dates of birth are also the same, the candidate who passed the Matriculation/10th Class examination earlier will be considered.
- 6.4 There will be no written test or viva-voce.
- 6.5 **Training & Stipend:** Training will be conducted in accordance with the standards and syllabus prescribed by the Central Apprenticeship Council. Selected candidates will be paid a stipend during the apprenticeship at the prescribed rates as per extant instructions.
- 7.0 **MEDICAL FITNESS & PHYSICAL STANDARDS:**
- 7.1 Selected applicants must produce a medical certificate signed by a government-authorized doctor (Gazetted), not below the rank of Assistant Surgeon of a Central/State Hospital, at the time of document verification, in the prescribed format as per **Annexure-F**.
- 7.2 Submission of the medical fitness certificate at the time of document verification is mandatory; candidates without it will not be considered for training.
- 7.3 For Persons with Benchmark Disabilities (PwBD), the maximum permissible disability is detailed category-wise and trade-wise, as shown below:

Sl.No.	Trade	PwBD Suitable Disabilities
1	AC MECHANIC	LD, CP, LC, DW, AAV, LV, D,HH
2	CARPENTER	LD, CP, LC, DW, AAV, D, HH, AUTISM, ID,SLD
3	COMPUTER OPERATOR AND PROGRAMMING ASSISTANT (COPA)	LD, CP, LC, DW, AAV, LV, HH, AUTISM, SLD
4	DIESEL MECHANIC	LD, LC, DW, AAV, LV, D
5	ELECTRICIAN	LD, LC, DW, AAV, D, HH
6	ELECTRONIC MECHANIC	LD, LC, DW, AAV, LV, D, AUTISM, SLD
7	FITTER	LD, LC, DW, AAV, LV, D
8	INDUSTRIAL ELECTRONICS	LD, LC, DW, AAV, LV, D, AUTISM, SLD
9	MACHINIST	LD, LC, DW, AAV, LV, D
10	MECHANIC MACHINE TOOL MAINTENANCE (MMTM)	LD, CP, LC, DW, AAV, B, LV, D, HH, AUTISM, ID, SLD
11	MOTOR MECHANIC VEHICLE (MMV)	LD, LC, DW, AAV, LV, D
12	PAINTER	LD, CP, LC, DW, AAV, LV, D, HH, AUTISM, ID, SLD,MI
13	WELDER	LD, LC, DW, AAV, D, HH

Abbreviations: **AAV** = Acid Attack Victim, **B** = Blind, **CP** = Cerebral Palsy, **D** = Deaf, **DW** = Dwarfism, **HH** = Hard of Hearing, **ID** = Intellectual Disability, **LC** = Leprosy Cured, **LD** = Locomotor Disability, **LV** = Low Vision, **MD** = Multiple Disabilities, **MI** = Mental Illness, **PwBD** = Persons with Benchmark Disabilities, **SLD** = Speech and Language Disability, **VI** = Visually Impaired.

**7.4** PwBD candidates who wish to avail the benefit of reservation must upload a Disability Certificate issued by a competent authority (i.e., a Medical Board duly constituted by the Central or State Government, including at least one specialist in the relevant field for assessing disability). The Disability Certificate must be strictly in the format prescribed in **Annexure-G**, whichever is applicable. If candidate having the following disabilities/sub-disabilities, they may indicate in online application as VI, HI, LD & MD.

1. VI- Visually Impaired (LV=Low Vision, B=Blind)
2. HI- Hearing Impaired (D=Deaf, HH=Hard of Hearing)
3. LD- Locomotors Disabilities (OA=One Arm, OL=One Leg, OAL=One Arm & One Leg)
  - LC- Leprosy Cured
  - DW- Dwarfism
  - AAV- Acid Attack Victim
  - BL -Both Legs
  - SD -Spinal Deformity
  - SI -Spinal Injury
  - Df- Neurological/ Limb Dysfunction),
  - MI = Mental Illness,
  - CP = Cerebral Palsy,
  - AUTISM,
  - ID,
  - SLD.
4. MD- Multiple Disabilities

**8.0 PAYMENT OF FEE:**

**8.1** Once the online application is completed in all respects on <https://scr.indianrailways.gov.in> i.e., filling in the requisite details and uploading the relevant documents — the candidate will be directed to pay the application fee.

- 8.2** Application Fee (Non-refundable): ₹100 (Rupees One Hundred only). Transaction charges for online payment, if any, shall be borne by the candidate.
- 8.3** **Mode of Payment:** Candidates will be directed to the user details page, where they must enter their registered email ID, phone number, and application number, after which payment can be made. The application fee can be paid online through any of the following modes:
- (i) Net Banking of SBI and Internet Banking of other banks
  - (ii) SBI ATM-cum-Debit Card and other banks' debit cards
  - (iii) Credit Cards
  - (iv) SBI UPI
- 8.4** **No fee is required from SC/ST candidates, female/Transgender candidates of all communities, and PwBD candidates.**
- 8.5** On successful completion of the transaction, an e-receipt containing the data entered by the candidate will be generated which should be printed and retained by the candidate.
- 9.0** **HOW TO APPLY / STEPS TO SUBMIT ONLINE APPLICATION**
- 9.1** Submission of the ONLINE APPLICATION is divided into four stages: Registration; entering Personal Details, Educational/Technical Qualification Details, and uploading Photo/Signature; selection of options; and payment of the processing fee.
- 9.2** Visit the South Central Railway (SCR) website at [www.scr.indianrailways.gov.in](http://www.scr.indianrailways.gov.in).
- 9.3** Click on the "ONLINE ACT APPRENTICE APPLICATION" link.
- 9.4** The candidate will be directed to the instructions page. After reading all the instructions, the candidate can download the detailed notification and click on the registration link.
- 9.5** The candidate must select the state and district they belong to and upload the corresponding address proof. If eligible as per Para 1.0, the candidate may enter a valid mobile number and e-mail ID and create a password, which will be used for future logins. After submission, separate OTPs will be sent to the registered mobile number and e-mail ID.
- 9.6** After submitting the OTPs, the candidate will be directed to the application page to enter all personal details such as community, date of birth, candidate's name, father's name, and educational/technical qualifications.
- 9.7** The candidate must choose their priority/preference for the Railway Establishments of South Central Railway for training. The options selected are final, and no requests for modification will be entertained.
- 9.8** Candidates should note that allocation to the opted Railway Establishments will be based on merit. Candidates will not be considered for Railway Establishments for which no options are provided. It is therefore advised to submit the maximum number of options as per para 2.0 above.
- 9.9** The candidate must upload a recent color photograph. The image should not exceed 1 MB in size and should not be older than three months from the date of application. The photograph should show a clear front view of the candidate without a cap or sunglasses and should be in JPEG format at 100 DPI. Candidates are advised to bring three copies of the same photograph along with the e-Call Letter and keep 10 additional copies for future use.
- 9.10** Candidates should note that RRC may reject the application at any stage if an old or unclear photograph (as specified in Para 9.9) is uploaded, or if there are significant discrepancies between the uploaded photograph and the candidate's physical appearance.
- 9.11** After uploading the photograph, the candidate must upload a specimen signature (image size not exceeding 1 MB) and the required educational certificates & RDAT registration form, mentioning the registration number, in PDF format (maximum 2 MB).  
To get RDAT registration, Candidates are hereby instructed to complete their Registration Form on the official website of the National Apprenticeship Promotion Scheme (NAPS) under the Ministry of Skill Development and Entrepreneurship, i.e. [www.apprenticeshipindia.gov.in](http://www.apprenticeshipindia.gov.in).  
The following steps may be followed for the same:
- Click on the official website of the Ministry of Skill Development and Entrepreneurship, [www.apprenticeshipindia.gov.in](http://www.apprenticeshipindia.gov.in), and go to the Apprenticeship Home page.
  - On the Apprenticeship Home page, click on the Register button located at the top right corner.
  - Click on Candidate Registration (to fill in personal details) and submit the form.

- A Registration Number will be generated.
- You will receive a link from RDAT on your registered e-mail ID. Click on the “Activate” button provided in the e-mail.
- \* After activation, the system will automatically redirect you to the login page.
  - Log in using your credentials.
  - After logging in, click on “Complete Your Profile 100%”.

The generated Registration Number has to be furnished while filling the application.

- 9.12** After successfully uploading all required educational certificates, click **Preview** before submission to verify all entered details, as once submitted, data cannot be rectified.
- 9.13** The candidate must click the **Submit** button for final submission of the application. If applicable, the candidate will then be directed to the payment gateway as mentioned in Para 8.3.
- 9.14** Once submitted, the application form will be displayed. Candidates can download or take a printout of the submitted form for future reference.
- 9.15** Candidates may log in at any stage to complete the submission process after registration by clicking **Existing User Login** on the homepage. **If candidate possesses two different ITI trade qualifications, they can submit separate application for each trade.**

**NOTE:**

- 9.15.1** Communication with candidates will be made via SMS and e-mail only. Candidates are advised to provide only their own mobile number and e-mail ID to receive such communications.
- 9.15.2** Candidates are advised to preserve or note their Registration Number for future correspondence.
- 9.15.3** Before submitting the application, candidates should ensure the accuracy of all details entered and certificates uploaded, and then press the **SUBMIT** button. Once submitted, the application cannot be modified.
- 9.15.4** For any queries regarding submission of the online application, candidates may contact the help desk number provided on the instruction page.

**10.0 DOCUMENTS TO BE UPLOADED**

- 10.1** SSC / 10th Class or equivalent marks sheet.
- 10.2** Proof of Date of Birth.
- 10.3** Consolidated Marks Sheet of all semesters of the ITI trade applied for / Provisional National Trade Certificate indicating marks.
- 10.4** National Trade Certificate issued by NCVT or Provisional National Trade Certificate issued by NCVT/SCVT.
- 10.5** RDAT registration form mentioning the registration number.
- 10.6** Community Certificate: SC/ST candidates as per Annexure-B; OBC candidates as per Annexure C, wherever applicable. Additionally, OBC candidates must upload a self-Declaration regarding the current status of Non-Creamy Layer as per Annexure-D
- 10.7** Disability Certificate for PwBD candidates (Disability Certificate in proper format for 40% or more disability). Annexure-G/H, whichever is applicable, must be produced at the time of Document Verification (DV).
- 10.8** EWS Certificate as per Annexure-E, if applicable.
- 10.9** Medical Certificate signed by a government-authorized doctor (Gazetted), not below the rank of Assistant Surgeon of a Central/State Hospital, as per Annexure-F.
- 10.10** Discharge Certificate / Serving Certificate in case of candidates applying under the Ex-Servicemen quota.

**Note:** Production of original documents mentioned above at the time of Document Verification (DV) is mandatory. Candidates failing to produce these documents will not be considered for training.

**11.0 INVALID APPLICATIONS OR CAUSES FOR REJECTION OF APPLICATIONS**

Candidates are advised to read the instructions carefully before submitting the ONLINE application. Failure to do so may result in rejection of the application for any of the following reasons or for any other valid reason:

- 11.1 Candidate does not belong to the State/District as mentioned in Para 1.0.
- 11.2 Candidate does not possess the prescribed qualifications: 10th Class and ITI in the relevant notified trade.
- 11.3 Date of Birth is incorrectly filled.
- 11.4 Uploading a black & white photo, or a photo with a cap, wearing goggles, disfigured, unrecognizable, or a scanned/Xerox copy.
- 11.5 Scanned signature in capital letters.
- 11.6 Community of the candidate is incorrectly mentioned in the application form.
- 11.7 Marks of 10th Class or ITI are incorrectly mentioned in the application form.
- 11.8 OBC (NCL) certificate not issued by the competent authority.
- 11.9 Any other irregularities as observed and deemed invalid by RRC/SCR.

## 12.0 OTHER CONDITIONS

- 12.1 The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and allotment of Division/Workshop shall be final.
- 12.2 No correspondence regarding engagement will be entertained.
- 12.3 Canvassing in any form will disqualify the candidature, and no correspondence in this regard will be entertained.
- 12.4 Before applying, applicants should ensure that they fulfill all eligibility and other criteria. If erroneously engaged, such applicants shall be summarily dismissed/ terminated without notice at any stage.
- 12.5 Candidature will be canceled if applicants fail to produce the required original documents for verification or if any other discrepancies are noticed.
- 12.6 The Railway Administration does not undertake any responsibility for sending replies to applicants who are not selected or not called for further processes. No correspondence regarding the submitted application will be entertained or replied to by this office.
- 12.7 The Railway Administration will not be responsible for any inadvertent or printing errors.
- 12.8 No daily allowance, conveyance allowance, or travelling allowance will be paid to applicants called for Document Verification (DV).
- 12.9 After selection, requests to change Trade/Division/Workshop will not be entertained. Applicants will be posted only within the jurisdiction of the concerned Division/Workshop.
- 12.10 Applicants will be trained only in the Trade for which they have been selected.
- 12.11 Applicants selected for training will not be allowed to withdraw except for reasons beyond their control.
- 12.12 Applicants who willfully abscond or remain absent from training are liable to refund the entire cost of their training as well as any stipend received, as determined by the Central Apprenticeship Advisor.

## 13.0 CONTRACT OF APPRENTICESHIP

The selected candidates shall execute a contract of apprenticeship under the Apprentices Act, 1961. In the case of a minor, the candidate's parent/guardian shall execute the prescribed contract.

## 14.0 GOVERNING RULES

Apprentices shall be governed by the provisions of the Apprentices Act, 1961, Apprenticeship Rules, 1962 (as amended from time to time), and such other Railway rules and regulations applicable to them.

## 15.0 NO GUARANTEE OF EMPLOYMENT

The obligation of the Railways under the Apprentices Act, 1961 is limited to providing training only. Candidates will have no prescriptive right to regular absorption or employment in Railway service upon completion of training.

## 16.0 REFUND OF STIPEND AND TRAINING COSTS

If an apprentice discontinues the training or fails to fulfill obligations under the contract without

valid reasons, they shall be required to refund the stipend received, the cost of training, and any other costs determined by the Railway Administration. The decision of the Railway Administration in this regard shall be final and binding.

17.0 ALLOTMENT OF TRAINING ESTABLISHMENT

The Railway Administration reserves the right to allot the Railway Establishment for training to the finally selected candidates.

18.0 MODE OF APPLICATION

Applications received by any mode other than ONLINE will not be entertained.

19.0 LEGAL MATTERS

Any legal matters arising out of this Notification shall fall within the legal jurisdiction of Hyderabad city only.

20.0 OFFICIAL WEBSITE

Applicants are advised to refer only to the official website of SCR:  
<https://scr.indianrailways.gov.in> and beware of fraudulent websites set up by unscrupulous elements.

Enclosures: Annexure –B, C, D, E, F & G/H



(B. Arun Kumar)

Chairperson/RRC  
for Principal ~~Chief~~ Personnel Officer/SCR

**FORM OF CASTE CERTIFICATE FOR SC/ST**

This is to certify that Shri\*/ Smt/ Kumari\* ..... son/daughter\* of  
.....  
.....Village/Town

.....District/Division\*.....of  
the.....State/Union Territory\* belongs to the .....Caste\*/Tribe which is recognised  
as a Scheduled Caste / Scheduled Tribe under:-

\*The Constitution Scheduled Castes Order 1950.

\*The Constitution Scheduled Tribes Order 1950.

\*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;

\*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re-organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Reorganisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]

\*The Constitution (Jammu and Kashmir)\* Scheduled Castes Orders, 1956

\*The Constitution (Andaman and Nicobar Islands)\* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled

\*Tribes Orders (Amendment) Act, 1976

\*The Constitution (Dadra and Nagar Haveli)\* Scheduled Castes Order, 1962.

\*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962

\*The Constitution (Pondicherry) Scheduled Castes Orders, 1964

\*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967

\*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968

\*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968

\*The Constitution (Nagaland) Scheduled Tribes Order, 1970.

\*The Constitution (Sikkim) Scheduled Castes Order, 1978

\*The Constitution (Sikkim) Scheduled Tribes Order, 1978

\*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.

\*The Constitution (SC) Orders (Amendment) Act, 1990

\*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991

\*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996

\*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002

\*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.

\*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Srimati\*.....father/mother\*of Shri/Srimati/Kumari..... of Village/  
Town\* .....in District/Division\*.....of the State/Union Territory\*.....who  
belongs to the.....Caste\*/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe in the Station/ Union  
Territory\* issued by the .....dated .....

3. Shri/Srimati/Kumari\* ..... and /or\* his/her\* family ordinarily resides in Village/Town\*  
..... District/ Division\* ..... of the State/ Union Territory\*of.....

Place.....

Signature.....

Date.....

Designation.....

(with seal of Office)

State/ Union Territory.....

\* Please delete the words which are not applicable.

@ Please quote the specific presidential order.

% Delete the Paragraph, which is not applicable

Note: (a) The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s).
5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned.
6. Administrator/Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

**OBC CERTIFICATE FORMAT**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari.....son/daughter of  
..... of Village/Town .....in District/ Division  
.....in the State/ Union Territory..... belongs to the  
..... community which is recognised as a Backward Class under the Government of India,  
Ministry of Social Justice and Empowerment's Resolution No. ....  
Dated.....\*.

Shri/Smt./Kum.\* ..... and/or his/her family ordinarily reside(s) in  
the.....District/Division of the ..... State/Union  
Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in  
column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-  
Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training  
O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017\*\*

Date:

**DISTRICT MAGISTRATE /  
DY. COMMISSIONER ETC.**

(Seal )

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.

\*\* As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**DECLARATION**

**Proforma for declaration to be submitted by Other Backward Class Candidates at the time of document verification, who had applied for the posts**

"I, ..... son/daughter of Shri  
..... resident of Village/Town/City  
..... district ..... State  
..... hereby declare that I belong to the ..... (indicate your sub  
caste) community which is recognized as a backward class by the Government of India for the purpose of  
reservation in services as per orders contained in Department of Personnel and Training Office Memorandum  
No. 36012/22/93-Estt.(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections  
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated  
08.03.1993 and its subsequent revision through O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and  
13.09.2017.

Place:

Signature of the Candidate

Date:

Name of the candidate

Government of \_\_\_\_\_  
(Name & Address of the authority issuing the certificate)

**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)**

Certificate No. \_\_\_\_\_

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

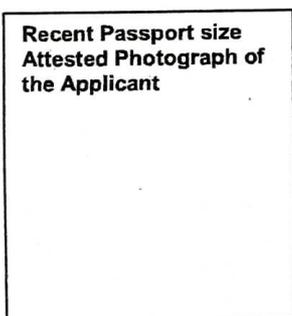
**VALID FOR THE YEAR** \_\_\_\_\_

This is to certify that Shri / Smt./ Kumari \_\_\_\_\_  
son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_  
Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_  
\_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_

whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her -family||\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_  
\_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).



Signature with seal of  
Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

**\*Note 1:** Income covered all sources i.e. salary, agriculture, business, profession, etc.

**\*\*Note 2:** The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

**\*\*\*Note 3:** The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

**CERTIFICATE OF MEDICAL FITNESS**

(To be Certified by the Government Authorised Doctor (Gazetted) NOT BELOW THE RANK OF ASSISTANT SURGEON OF THE CENTRAL/STATE MEDICAL SERVICES).

1 **Name of the Candidate (in Block letters)**.....  
**Son/Daughter of** .....  
**Date of Birth**.....  
**Trade Name**.....

2 **Height/137cms.** } Minimum  
**Weight/25.4 Kgs.** } Standard  
**Chest Expansion/** }  
**Not less than 5 cms.** }

Photo to be attested by the Civil Surgeon who is giving the certificate with signature and seal.

3 **EYES**  
Minimum Standard of Visual Acuity (Bee-One) } a)  
a) 6/9, 6/12 with or without glasses. } b)  
b) Binocular Vision } Should be } c)  
c) Colour Vision } Present }

(There should be no evidence of any morbid condition of either eye of the lids of either eye which may be liable to risk or aggravation or recurrence)

4 **EARS**  
Good Hearing without suppurative disease. }  
No Hearing aid is permitted. }

5 **SKIN**  
evidence of acute or chronic skin Disease or }  
Chronic ulceration. }

6 **SPEECH**  
Should be preferably perfect without impediment. }

7 **Alimentary System**  
1) Should have sufficient number of natural teeth(in healthy state) for mastication.  
2) No oral sepsis.  
3) Spleen should not be palpable  
4) Liver should not be palpable  
**Others**  
Should not suffer from the following  
a) Hemorrhoids  
b) Hernia/Hydrocele  
c) Bubonocele  
d) Ischio-rectal abscess

**8 CARDIO VASCULAR SYSTEM**

- i) Blood Pressure should not exceed 85 diastolic and 140 systolic.
- ii) No sign of cardio vascular disease.

**9 RESPIRATORY SYSTEM**

No deformity or chest causing impediment to breathing.  
Free from all disease of respiratory system.

**10 GENITO URINARY SYSTEM**

No Genitourinary disease or deformity.

**11 SKELETAL SYSTEM**

No evidence of serious deformity of the spinal column or of the extremities.  
The function of all limbs should be within normal limits.

**12 NERVOUS SYSTEM**

No disease of Nervous system or any mental disease

**13 GLANDULAR SYSTEM**

No evidence of Tuberculosis or disease of Glandular system.

**14 X-RAY OF LUNGS.**

**15 URINE SUGAR.**

**16 BLOOD GROUP.**

The above named candidate is free from evidence of any contagious or infectious disease. He/She is not suffering from any disease which is likely to be aggravated by service or is likely to render him/her unfit for service or to endanger the health of the public. He/She is also free from evidence of tuberculosis in any form (active or healed) and also certified that he/she is fit to undergo Apprenticeship Training in Railway Establishments under the Apprentices Act, 1961 and para 4 of Apprenticeship Rules, 1992 (as amended time to time).

**Date:**

**SEAL:**

**SIGNATURE OF THE GOVERNMENT  
AUTHORISED DOCTOR (GAZETTED)  
(NOT BELOW THE RANK OF ASST.  
SURGEON OF CENTRAL/STATE HOSPITAL  
GOVERNMENT MEDICAL SERVICES)**

**NAME OF THE DOCTOR:**

**ANNEXURE-"G"**

**FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD) NAME & ADDRESS OF THE INSTITUTE/HOSPITAL  
DISABILITY CERTIFICATE**

Certificate No. \_\_\_\_\_ Date \_\_\_\_\_

1. This is to certify that Smt. / Shri / Kum\* \_\_\_\_\_ Son / daughter  
Shri \_\_\_\_\_ age \_\_\_\_\_, Male / Female having identification marks  
as below \_\_\_\_\_ is suffering from Permanent disability  
following category.

(Paste here recent of passport size colour photograph of the Applicants of size 4 cm x 5 cm
Signature of Applicants

**A. Loco motor or cerebral palsy :**

- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected : (a) Impaired reach, (b) Weakness of grip,
- (iii) OL-one leg affected (right or left) : (a) Impaired reach, (b) Weakness of grip, (c) Ataxic
- (iv) OA-One arm affected (right or left) : (a) Impaired reach, (b) Weakness of grip, (c) Ataxic
- (v) BH-Stiff back and hips (cannot sit or stoop)
- (vi) MW - Muscular weakness and limited physical endurance.

**B. Blindness or Low Vision : (i) B-Blind, (ii) PB-Partially Blind,**

**C Hearing Impairment : (i) D-Deaf, (ii) PD- Partially Deaf**

**(Delete the category whichever is not applicable)**

- 2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of \_\_\_\_\_ year \_\_\_\_\_ months.
- 3. Percentage of disability in his/her case is \_\_\_\_\_ Percent.
- 4. Smt./Shri./Kum\* \_\_\_\_\_ meets the following physical requirement for discharge of his/her duties:

(i) F-can perform work by manipulating with fingers	Yes	No
(ii) PP-can perform work by pulling and pushing	Yes	No
(iii) L-can perform work by lifting	Yes	No
(iv) KC-can perform work by kneeling and crouching	Yes	No
(v) B-can perform work by bending	Yes	No
(vi) S-can perform work by sitting	Yes	No
(vii) ST-can perform work by standing	Yes	No
(viii) W-can perform work by walking	Yes	No
(ix) SE-can perform work by seeing	Yes	No
(x) H-can perform work by hearing / speaking	Yes	No
(xi) RW-can perform work by reading and writing	Yes	No

(Signature of Doctor)  
Name:  
Registration No.  
Member, Medical Board

(Signature of Doctor)  
Name:  
Registration No.  
Member, Medical Board

(Signature of Doctor)  
Name:  
Registration No.  
Member/Chairperson, Medical Board

\*Please delete the words which are not applicable Place:  
Date :

Counter signature of the Medical  
Superintendent/CMO/ Head of Hospital (with seal)

**Note:**

- (i) according to the persons with Disabilities (Equal Opportunities, Protection of Rights and full participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section(1) and(2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995 (1 Of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central or the State Government. The State Government may constitute a Medical Board consisting of at least three members out of whom at least one shall be a specialist in the particular field for assessing locomotors/ hearing and speech disability, mental retardation and leprosy cured as the case may be.
- (ii) The certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as permanent.

**Disability Certificate FORM**

**(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)**

(See Rule 4)



Certificate No. \_\_\_\_\_

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

1 This is to certify that we have carefully examined Shri / Smt. / Kum. \_\_\_\_\_ son / wife / daughter of Shri \_\_\_\_\_ Date of Birth (dd/mm/yyyy) \_\_\_\_\_ Age years, Male / Female Registration No. \_\_\_\_\_ Permanent Resident of House No. \_\_\_\_\_ Ward / Village / Street whose photograph is affixed above and are satisfied that :

(A) He / She is a case of **Multiple Disability**. His / Her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below :

Sl. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/Mental Disability(in%)
1	Locomotor Disability	@		
2	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	£		
5	Mental Retardation	X		
6	Mental-illness	X		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows :  
 In figures:..... percent  
 In words.....percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

i) not necessary, Or

ii) is recommended/after ..... year ..... months, and therefore this certificate shall be valid till ..... (DD/MM/YYYY) @ e.g. Left/Rig ht/both arms/legs # e.g Single eye/both eyes £ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence :

Nature of Document	Date of Issue	Details of authority issuing Certificate
(Authorised Signatory of Notified Medical Authority) (Name and Seal)	Countersigned : (Countersignature and seal of the CMO / Medical Superintendent/Head of Government Hospital in case the certificate is issued by a medical authority who is not a Government Servant (With Seal)	