

Last checked: 29 September 2026

MSRTC student monthly pass concession: how to get it

Students get a 66.67 percent concession on the MSRTC monthly pass for ordinary buses. You apply for an NCMC card at your depot, with a school certificate on the form.

Apply: At an office

Fee: Not stated in the official source we checked

Official portal: Maharashtra State Road Transport Corporation (MSRTC)

Not stated in the official source. The MSRTC form list shows Rs 5 as the application fee for the student pass form, but the price of the NCMC card and the pass is not stated.

Not stated in the official source. The pages we checked do not say how long the NCMC card takes to be issued.

Quick answer

Get the student NCMC card application form from the depot manager (it is also on the MSRTC website) and fill it in. Have the school certificate part signed and stamped by the head of the school, then submit the form at the depot. The concession is 66.67 percent on the monthly pass, for ordinary buses. When the card is issued, its number is written on your form.

What you need before you start

- Your school or college name, address and UIDAS code (the school fills in the code)
- Your SARAL, PEN or APPAR number and your Aadhaar number
- Your route: where you start and where you travel to
- A parent or guardian for the signature. The form says students above Class 11 do not need it.

Step by step

1. **Check that the concession suits your travel.** The concession is 66.67 percent on the student monthly pass. The MSRTC table lists it for ordinary buses only.
2. **Get the form.** Ask the depot manager or station in-charge for the student NCMC card application form. MSRTC also lists it on its website as the Student NCMC Card application form.
3. **Fill in your details.** Write the student's name, date of birth, class, full home address, the school name and address, the SARAL, PEN or APPAR number, a phone number, the route from and to, and the academic year.
4. **Sign the form.** The student signs. A parent or guardian signs or gives a thumb impression. The form says students above Class 11 do not need the parent's signature.
5. **Get the school certificate filled in.** The head of the school fills in the school certificate part with the school UIDAS code, the student's SARAL, PEN or APPAR number and Aadhaar number, and signs it with the school stamp.
6. **Submit the form at the depot.** Give the form to the depot manager or station in-charge. MSRTC's list of forms shows an application fee of Rs 5 for the school student identity card or pass form, so ask at the counter what you need to pay.
7. **Collect the card.** The depot writes your NCMC card number on the form, and you sign to confirm that you received the card needed for the monthly concession pass.

Documents

The form and its signatures

- The student NCMC card application form, filled in and signed by the student
- Signature or thumb impression of a parent or guardian (the form says it is not needed above Class 11)

- The school certificate part, signed by the head of the school with the school stamp

Numbers the form asks for

- The student's Aadhaar number
- The SARAL, PEN or APPAR number
- The school UIDAS code, filled in by the school

The form itself does not list a photo or any other proof. Ask your depot whether it needs anything more.

After you apply

- The depot issues an NCMC card and writes its number on your form.
- You use the NCMC card to travel on the monthly pass at the concession, as per MSRTC rules.
- The pages we checked do not say how long the card takes to be issued.

Official portal: https://msrtc.maharashtra.gov.in/GeneralPages/CitizensCharter7_TravelTicFac.aspx

Official source: https://msrtc.maharashtra.gov.in/GeneralPages/CitizensCharter7_TravelTicFac.aspx

Labh Lo: <https://labhlo.in/en/guides/msrtc-student-monthly-pass-concession/>



Labh Lo Summary. Not an official government document.

Labh Lo is an independent information platform. This guide is a summary of the official source and is not a government document. Rules, fees and websites can change, so check the official portal before you apply.