

S.E., S.E.C. & E.Co. RAILWAYS EMPLOYEES' CO-OPERATIVE CREDIT SOCIETY LTD.
H.O. – 93, Circular Garden Reach Road, Kolkata – 700043.

No.SE/SEC & E.Co.R/ECCS/E.A./2025-26

Kolkata,

Dated : October 10, 2025

NOTICE

Educational Assistance for the Children of Shareholders of the Society

The Competent Authority of the Society has decided to grant Educational Assistance for the Children of the Shareholders in the form of reimbursement of the cost of Books purchased for One Child only who studies in School / College / University / Technical Institute. The actual amount of reimbursement per capita will depend on the fund available for distribution as well as the number of applications to be received from the shareholders for the purpose.

The above reimbursement is only for the **Scholastic Year 2025-2026** i.e. for the period from April, 2025 to March, 2026.

Applications for the above assistance from Welfare Fund of the Society in prescribed form (specimen attached herewith and also available at the Website of the Society) are invited from the Shareholders of this Society. The applications duly completed in all respects along with a legible **photocopy of the Bank's 1st page of Pass Book or a cancelled Cheque** (from which Name of the Member, Bank Account Number and IFSC can be verified) and forwarded by the Controlling Officer / Sr. Subordinate of the applicant should reach the respective Branch Office of the Society on or before **17th November, 2025**. Certificate by School / College / University / Technical Institute Authorities as per format given in the prescribed application proforma is to be obtained. In absence of availability of such certificate, any documents in support of pursuing education in School / College / University / Technical Institute must be attached with the application form. For the convenience of members the payment of educational assistance will be made through NEFT / RTGS only. The applications which are incomplete or received after the last date will not be entertained under any circumstances.




CHIEF MANAGER

Copy to : The Chairperson, S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd.,
Copy to : The Vice- Chairperson, S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd.,
Copy to : Sri. _____, Director/Delegate/Member W.F.C.,
S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd., _____ for information and necessary action please.
Copy to : Dy. Chief Manager (F&A), S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd.,
Copy to : Dy. Chief Manager (Admin), S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd.,
Copy to : Branch Manager
S.E.,S.E.C. & E.Co. Rlys. E.C.C.S/ Ltd.,
GRC/KGP/ADA/CKP/RNC/BSP/RAIPUR/NGP/KUR/WAT/BBS/SBP, for information and necessary
action.

**S.E.,S.E.C. & E.Co. Railways Employees' Co-operative Credit Society Ltd.
H.O. – 93, Circular Garden Reach Road, Kolkata – 700043.**

**Form of Application for Educational Assistance to the children of the Shareholders
for the Scholastic Year 2025-2026**

1. a) Name of the applicant in full : _____
(In Block Letters)
- b) Designation : _____ Station : _____ EMP No. _____
- c) Department : _____ Ticket No.: _____
- d) Senior Subordinate under whom the shareholder is working _____
- e) Bill Unit No. : _____ Basic Pay : _____
- f) **Mobile No. (Mandatory):** _____
2. a) Name of the Son / Daughter in full : _____
(In Block Letters)
- b) Date of Birth of the ward : _____
- c) Name & Address of the Institution where the
Son / Daughter is **studying in the Scholastic
Year 2025-2026** _____
- d) Class in which the Son / Daughter is
studying in the Scholastic Year 2025-2026 _____
3. Amount of assistance applied for : ₹ _____
4. **Particulars of Bank details for NEFT / RTGS :**
Name of the Bank : _____ Branch Name : _____
Savings A/C No. : _____ IFSC : _____

(Either photocopy of 1st page of Bank Pass Book or a cancelled cheque should be attached)

Declaration: I declare that I am a bonafide member of the Society and the particulars furnished above are correct to the best of my knowledge and belief. If I have made any false or untrue statement, such claim against me may be rejected.

Date : _____/20_____

SIGNATURE OF APPLICANT SHAREHOLDER

SCHOOL / COLLEGE CERTIFICATE

This is to certify that Sri / Smt. / Kumari _____ son / daughter of
Sri / Smt. _____ is a bonafide student of Class _____ of this
School / College / Institution.

Date : _____, 20_____

Signature of the Head of Institution (with Official Seal)

Forwarded to : **The Chief Manager, S.E.,S.E.C. & E.Co. Railways Employees' Co-operative Credit Society Ltd., Garden Reach,**
with the remarks that the particulars given by the applicant were verified and found to be correct.

Date : _____, 20_____

**Signature of the Controlling Officer /
Sr. Subordinate with Official Seal**

Amount applied : ₹ _____

Amount sanctioned : ₹ _____

FOR OFFICE USE ONLY

Signature of the Member of W.F.C.