

SOUTH EASTERN RAILWAY

Office of the PCPO/SER
Garden Reach, Kolkata-43.
Dated: 07.08.2025.

No: SER/P-HQ/Wel/455/3/2025-26.

To,

DRM – ADA, CKP, KGP & RNC, CWM/KGP (WS).

Chairperson, Divl.SBFC & Sr.DPO –ADA, CKP, KGP & RNC.

Chairman/Workshop SBF Committee – KGP(W/S), APO(Stores)/KGP,

Dy.CE(W/S)/SNY, APO/SNY,

Sr.DGM/PCE/PCME/PCSTE/PCEE/PCSTE(Con)/PCCM/PCOM/PCOS/CAO (Con)/PCSC (RPF)/CPRO/CPO(Admn)/

PCMD/PFA/FA&CAO(Con)/Secy. to GM/CVO (G)/Sr.EDP Manager/Sr.Statistical & Analysis Officer/Dy.CPO(Gaz.)/

Dy.CPO(HQ)/Chairman(RRC)/SPO(HQ)/APO(HRMS)/APO(Co-ord)/APO(HQ)/APO(CC)/APO(Ruling)/PS to PCPO/GRC.

Sr.DEN/ASTE(TM)/ADEE(G)/GRC.

General Secretary - SERMU/ GRC.

Zonal/Genl.Secretary-AISC & STREA/ OBCREA/GRC.

Sub: Grant of financial assistance towards Education & Medical Ground from Staff Benefit Fund for the year 2025-26.

Applications are invited from Non-gazetted employees of South Eastern Railway for granting of assistance to the following objectives from SBF for the financial year 2025-26 :-

Form No	Scope	Eligible Courses		Course programme
1	Scholarship for Higher Technical/ Professional Education for wards of Non-gazetted Rly. Servants in Grade Pay above ₹2,400/- (i.e. above Level-4 in Pay Matrix) for not more than one ward.	1	B.Sc.in Nursing;	4 years
		2	B.Sc. in Computer Science;	3 years
		3	B.Sc. in Biotechnology;	3 years
		4	B.Sc. in Horticulture;	3 – 4 years
		5	B.Sc. in Agriculture;	4 years
		6	Bachelor of Pharmacy;	4 years
		7	Bachelor of Physiotherapy;	4 years
		8	Bachelor Vet.Sc. & Animal Husbandry;	5 ½ years
		9	Bachelor of Architecture;	5 years
		10	Bachelor Design;	4 years
		11	Bachelor of Fine Arts;	4 years
		12	Bachelor of Visual Arts;	3 – 4 years
		13	Bachelor of Arts (Law);	5 years
		14	Bachelor of Business Administration(LAW);	5 years
		15	Bachelor of Business Administration;	3 years
		16	Bachelor of Computer Application;	3 years
		17	Bachelor of Dental Surgery;	4 years
		18	Bachelor of Technology (in any stream);	4 years
		19	Agricultural Engineering (AGE);	4 years
		20	All Integrated B.Ed Courses;	4 years
		21	MBBS (also from abroad);	4 ½ years
		22	Bachelor of Business Management;	3 years
		23	Bachelor of Management Service;	3 years
		24	M.Sc. Food & Nutrition;	2 years
		25	M.Sc. in Horticulture;	2 years
		26	M.Sc. in Agriculture;	2 years
		27	M.Sc. in Data Science;	2 years
		28	M.Sc in Computer Science;	2 years
		29	M.Sc in Biotechnology;	2 years
		30	M.Sc in Dairy Sc. and Food Technology;	2 years
		31	Master of Technology;	2 years
		32	Master of Business Administration;	2 years
		33	Master of Computer Application;	2 years
		34	Post Graduate Diploma in Management ;	2 years
		35	Master of Design;	2 years
		36	All B.Ed & M.Ed;	2 years each

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Form No	Scope	Eligible Courses		Years
2	Scholarship for Higher Technical/ Professional Education for Girl Children of Rly. Servants in Grade Pay upto ₹2,400/- (i.e. upto Level-4 in Pay Matrix) for not more than one ward.	1	All eligible courses pin-pointed for Form 1.	As per course programme
		2	Any kind of Diploma course	Not less than 3 (three) years and above.
3	Scholarship for Higher Technical/ Professional Education for Male Children of Rly. Servants in Grade Pay upto ₹2,400/- (i.e. upto Level-4 in Pay Matrix) for not more than one ward.	1	All eligible courses pin-pointed for Form 1.	As per course programme
		2	Any kind of Diploma course	Not less than 3 (three) years and above.
4	Financial assistance towards developing occupational skills of physically/mentally challenged railway employees and their wards including purchase of wheel chairs, other aides, special software etc.			


The above forms are enclosed for your information and necessary action in regard to wide circulation among the staff working under your administrative control. Staff to be advised to submit their applications in prescribed proforma for the grants mentioned above duly completed in all respect to this office through proper channel positively on or before **07.11.2025** for HQ offices and no application will be entertained from the staff after **07.11.2025** strictly.

As per decision of CSBFC, grant of financial assistance towards developing occupational skills of physically/mentally challenged railway employees and their ward including purchase of wheel chairs, other aides, special software etc. from SBF will be considered only, if it is certified by the Railway Doctor Specialist for concerned category of disability that the facilities of treatment or re-imbursement of cost of medicine are not available in Railway Hospitals and duly recommended in cases for such grant. All procurement if sanctioned by the Competent Authority will be through GeM. In this respect, it is mentioned that **all applications should be examined and recommended by the Divisional Medical Authority for the specific requirement of the assistance, as applied for, on case to case basis before sending to HQ Office.**

Decision, towards granting of Technical Scholarship for Higher/Professional Education, regarding above courses has been taken by CSBFC in the Provisional Budget Meeting/28.08.2023, Part Budget Meeting/04.04.2025 and regarding felicitation to all Non-gazetted Railway employees for only one ward has been taken in Provisional Budget Meeting of FY 2019-20. The Chairman of Divisional & Workshop SBFCs is also requested to circulate along with suitable instructions from their end for the staff working under their control and send the list/statement of the eligible staff along with respective details to this office by **07.11.2025** for further necessary action at this end

The staff may be encouraged to download respective FORMs from the web page: 10.41.2.100 (SER – railnet)/ www.ser.indianrailways.gov.in. The FORM, duly filled in all respect, may be submitted by the employees to their respective offices.

Encl: As above (4 nos. Form).


 (Susanta Chaudhuri)
 Secretary/C.S. B. F. C.
 &
 Sr. Personnel Officer -HQ