



The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata 700073 | E-mail: regoffice.scu@gmail.com

[Established by the Act No. XXXIII of 2015; Vide W.B Govt. Notification No 187-L, Dated- 19.02.2016]
<https://www.sanskritcollegeanduniversity.ac.in>

Memo No: EST/R.O/SCU/042(Notice)/2025/0405

Dated: 20.05.2025

Notification

Kind Attention: To All SC/ST Students of The Sanskrit College and University

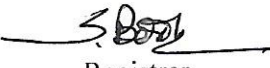
Sub: Free Stipendiary Training Courses for Session 2025-26

SC/ST students of The Sanskrit College and University are hereby informed that the National Career Service Centre for SC/ST, Kolkata, Ministry of Labour & Employment(Directorate General of Employment), Govt. of India, invites applications from the eligible SC/ST candidates for free stipendiary Training Courses for 2025-26 session.

The Training Courses are likely to be commenced from 01.07.2025.

Willing and eligible candidates may submit their filled in Form with relevant documents by Speed Post or, in person, at their office within 10.06.2025.

Advertisement No. 1 and the Prescribed Application Form are attached.


Registrar

Registrar
The Sanskrit College and University



GOVERNMENT OF INDIA/ भारत सरकार
MINISTRY OF LABOUR AND EMPLOYMENT/ श्रम और रोजगार मंत्रालय
DIRECTORATE GENERAL OF EMPLOYMENT/ रोजगार महानिदेशालय
NATIONAL CAREER SERVICE CENTRE FOR SC/ST
अनुसूचित जाति/अनुसूचित जनजाति के लिए राष्ट्रीय कैरियर सेवा केंद्र
VRC (H) BUILDING, EN-81, SALT LAKE, KOLKATA-700091



Advertisement No.1

FREE STIPENDIARY TRAINING COURSES FOR SC/ST CANDIDATES

National Career Service Centre for SC/ST, Kolkata, Ministry of Labour & Employment (DGE), Govt. of India invites Applications form for the eligible SC/ST candidates free Stipendiary Training courses for session 2025-26, which are likely to be commencing from 01.07.2025. During the Training Period candidate is entitled for the stipend @Rs.1000 per month(as conditions). Form for the training courses has to collect from the address given below. Candidates my submit their filled form with relevant documents by Speed post. The last date to submit form is 10/06/2025.

The details of Courses:-

eligibility criteria & required documents for the training Courses are given as under: -

SI. No	Name of Course	Duration of the course	Age limit	Minimum Qualification	Books & Stationery	Family Income
1.	Special Coaching Scheme (Stenography)	One Year	18-27 Years (as on 01/07/2025)	10+2	Free	Upto Rs. 3.00 lakh per annum
2.	'0' Level Software Computer Training through NIELIT	One Year	18-30 Years (as on 01/07/2025)			
3.	'0' Level Hardware Computer Training through NIELIT					
4.	Office Automation, Accounting and Publishing Assistant through NIELIT	One Year				
5.	Computer Application and Business Accounting associate through NIELIT	One Year				
6.	Cyber Secured Web Development Associate Program through NIELIT					

Required Photocopy of documents to submit with Form are: -

10th admit Card, Mark sheet, Certificate, 12th Mark sheet, Caste Certificate, Aadhar Card, Family Income certificate, 4 copies of passport size photo, State employment exchange registration card, Bank account details with aadhar seeded/ linked (front page of Passbook).

For details please contact (Monday — Friday Time:-10am-5pm):-The Sub-Regional Employment Officer, NCSC for SC /ST, Kolkata, VRC (H) Building, EN-81, Sector-5, Salt Lake, Kolkata-700091. Phone: 033-23572008

[Email cgc.kolkata@gmail.com](mailto:cgc.kolkata@gmail.com)



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बिनामुल्ये बृत्तिमुलक प्रशिक्षण तपशीलि जाति/उपजाति-र जन्य

न्याशनल कारियर सार्विस सेन्टर(श्रम ओ कर्मसंस्थान मन्त्रक), कलकता तपशीलि जाति/उपजाति श्रेणिर छात्र छात्री देर जन्य बिनामुल्ये बृत्तिमुलक प्रशिक्षण २०२५-२०२६ शिक्कावर्षेर आवेदन ग्रहन करछे। एहि कोर्स गुलि चलाकालीन शिक्काथी देर १०००/- टाका प्रति मासे बृत्ति प्रदान करा हबे। कोर्स शुरू हबे १.९.२०२५ तारिख थेके। आवेदन पत्र निम्न लिखित ठिकाना ते सरासरि अथवा डाकयोगे जमा करते पारबेन उपयुक्त नथि सह १०.६.२०२५ पर्यन्त।

कोर्सेर बिबरण :-

ক্রমিক নং	কোর্সের নাম	সময়সীমা	বয়স	সর্বনিম্ন যোগ্যতা	বই ও প্রয়োজনীয় সামগ্রী	পারিবারি ক উপার্জন
১.	Special Coaching Scheme (Stenography)	এক বছর	১৮-২৭ বছর (০১/০৭/২০২৫ পর্যন্ত)	১০+২ উচ্চ মাধ্যমিক	বিনামূল্যে	৩ লাখ পর্যন্ত (প্রতি বছর)
২.	'0' Level Software Computer Training through NIELIT	এক বছর	১৮-৩০ বছর (০১/০৭/২০২৫ পর্যন্ত)			
৩.	'0' Level Hardware Computer Training through NIELIT					
৪.	Office Automation, Accounting and Publishing Assistant through NIELIT	এক বছর				
৫.	Computer Application and Business Accounting associate through NIELIT	এক বছর				
৬.	Cyber Secured Web Development Associate Program through NIELIT					

प्रयोजनीय नथिपत्र :-

माध्यमिक एडमिट , माध्यमिक रेजाल्ट , माध्यमिक सार्टिफिकेट, कास्ट सार्टिफिकेट, आधार कार्ड , इनकाम सार्टिफिकेट, ४ कपि फटो , राज्य कर्म संस्थान कार्ड , बाह्येर पासबुक एर जेरक्क (आधार लिङ्क थाका बाध्याता मुलक)

बिस्तारित जानार जन्य योगायोग करुन The Sub-Regional Employment Officer, NCSC for SC /ST, Kolkata, VRC (H) Building, EN-81, Sector-5, Salt Lake, Kolkata-700091 (सोम - शुक्र)। टेलिफोन - ०३३-२३५९२००८ ईमेल :- cgc.kolkata@gmail.com



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Email ID: cgc.kolkata@gmail.com

Ph. No. 033-23572008

(All in Block Letters only)

Give Serial wise Course preference:-

- | | | |
|--|--|--|
| 1. STENOGRAPHY ☐ | 2. 'O'LEVELCOMPUTERSOFTWARE ☐ | 3.COMPUTERHARDWAREAND ☐ |
| | | MAINTENANCE |
| 4. OFFICE AUTOMATION ☐ | 5. COMPUTERAPPLICATIONAND ☐ | 6. CYBERSECURED WEB ☐ |
| ACCOUNTING & PUBLISHING ☐ | BUSINESS ACCOUNTING ASSOCIATE | DEVELOPMENTASSOCIATE |
| ASSISTNAT | | |

1. Name of the Applicant : _____
2. Father's Name & Occupation : _____
3. Date of Birth & Age : _____

4. Category : Scheduled Caste ☐ Scheduled Tribe ☐

5. Family Income per annum : Below3 lakh ☐ or Above3lakh ☐

6. PermanentAddress : _____
- Pin Code:- _____

7. Email Id : _____

8. Mobile No. : _____

9. National Career Service Portal Registration Number :-

10. Name of Competative Examination for which Preparing (e.g. SSC, Banking etc.):-

11. Educational Qualification:-

SL No.	Name of Examination	Board / University	Yearof Passing	Subjects	Percent age	Division/ Grade
1.	Matric					
2.	Senior Secondary					
3.	Graduation					
4.	Post-Graduation					
5.	Others					

12. Whether applicant possesses the minimum educational qualification required for the competitive examination for which appearing ?

YES ☐ NO ☐

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13. StateEmployment

Exchange/Employment Bank : _____

Portal Registration ID

(Mandatory)

14.Bank and Aadhar details for stipend (Mandatory)

a.	NameoftheBankAccountHolder	:	
b.	BankAccountNumber	:	
c.	NameofBank	:	
d.	Bank IFSCCode	:	
e.	BankbranchName	:	
f.	AadharNumber	:	
g.	WhetherBankAccountlinked withAadhar	:	Yes/no(Ifnolinkaadharwithbankaccountwithin15daysandinform thiscentre)
h.	WhetherMobilenumberlinked withAadhar	:	Yes/no(Ifnolinkaadharwithmobilenumber within15daysandinform thiscentre)

15 .Whether the applicant has enrolled in any course run by NCSC for SC/ST (CGC FOR SC/ST), Kolkata earlier? :- yes ☐ No ☐

If Yes, Please provide details:

a) Name of NCSC for SC/ST Centre :-

b) Name of course under which enrolled:-

c) Year of Enrolment

d) Course Completed: yes ☐ No ☐

e) If dropout, specify reason :-

DECLARATION

_____, son/daughter of _____

Hereby declare that I belong to the _____ sub-caste which is recognized as a Scheduled cast/scheduled tribe by the government of India and the particulars furnished above are true and correct to the best of my knowledge and belief.

Date Place:

Signature of the Applicant

Enclosure:-

Self –Attested Photocopies of following Documents (Please tick the documents enclosed)

1. Certificates in support of Educational Qualification ☐ 2. Aadhaar Card ☐ 3. Bank Passbook ☐ 4. Caste Certificate ☐5. Four Passport Size Photograph ☐ 6. Employment Exchange/NCS Portal Registration Number ☐ 7. Income Certificate ☐**FOR OFFICE USE ONLY**

Advice Given: Selection test will be held on _____ at _____ am subjects for test are General awareness and General English. Candidate has to carry this slip for selection test.

Application No. _____

Date. _____