



Government of West Bengal
Office of the Sub-Divisional Officer

Sagar Dighi Square, Kanchari More, P.O & Dist : Cooch Behar, Pin-736101, Ph. : 03582-227105/6, Email: sdo.sadar.cbr@gmail.com

Memo No: 'S/ 557(22)

Dated: 09/03/26

From: The Sub-Divisional Officer,
Sadar, Cooch Behar

To: HM/T-i-c

Sunity Academy/New Town Girls High school/Karunamayee High School/Uccha Balika Bidyalaya/Maharani Indira Devi Balika Vidyalaya/Mahatma Gandhi Girls High School/Nilkuthi Sister Nivedita Girls H.S/Cooch Behar Shri Hindi Vidyalaya/Kalabagan High School/N.E.L.C SCHOOL OF BLIND/NURSING SCHOOL/TOWN HIGH SCHOOL/MODEL MADRASSAH/MAHARAJA NRIPENDRA NARAYAN/VIVEKANANDA VIDYAPITH/A B N Seal College/Thakur Panchanan Mahila Mahabidyalay/Cooch Behar College/ITI, Cooch Behar/DIET Cooch Behar , Railghumti/IGNOU, Cooch Behar/Maharaja Jitendra Narayan Medical College

Sub: Regarding closure of Kanyashree Year 2025-2026

Sir/madam,

The progress of Kanyashree Prakalpa has entered a crucial stage, where timely completion of data entry and community level activities is of utmost importance. To ensure uninterrupted scholarship disbursement of the following targets are to be completed within the stipulated timeframe:

Data Entry Target:

- KP-BS Importing-100% completion by 16.03.2026
- Fresh K1 Form Entry-100% completion by 16.03.2026
- Renewal(K1)- 100% completion by 16.03.2026
- Up-gradation (K2)- 100% completion of eligible beneficiary by 16.03.2026

This may be treated as Top Priority & Most Urgent.

Sub-Divisional Officer,
Sadar, Cooch Behar

Encl: attached Google sheet.

Memo No: 557/1(1)

Date: 09/03/2026

Copy forwarded to:

1. District Project Management Unit(DPMU)
Cooch Behar- for information please.

Sub-Divisional Officer,
Sadar, Cooch Behar