

APPLICATION FOR REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE

Certified that the child/children mentioned below in respect of which reimbursement of Education allowance is claimed is/are wholly dependent upon me.

Name of the child	Date of Birth	School in which studying	Class in which studying	Amount actually paid		Amount claimed for reimbursement
				Item	Amount paid	
				Tuition Fee		
				Admn. Fee		
				Lab. Fee		
				Spl. fee for agriculture		
				Electronics		
				Music or any other subject		
				Library fee		
				Games/sports		
				Cost of one set of text/note books		
				Cost of two sets of uniforms		
				Cost of one set of school shoes		
				Total		

1. Certified that the amount indicated against the child/children had actually been paid by me (Original receipts enclosed).
2. My wife/husband is not a Central Government servant.
3. My wife/husband is an employee with _____ and she/he is not entitled to reimbursement in respect of our child/children.
4. Certified that during the period covered by this claim the child/children attended school/College (a) regularly and did not absent himself/herself themselves from the school/College (a) without proper leave for a period of exceeding one month.
5. Certified that my wife/husband or I have not claimed and will not claimed that children's educational allowance scheme in respect of the children mentioned above.
6. In the event of and change in the particulars given above with respect of eligibility for reimbursement of tuition fee I undertake to intimate the same promptly and also to refund excess payment if any made.
7. I the undersigned employee is hereby certify that the claim of Reimbursement of Children Education Allowance for the first/second child or both child is/are found to be false, the amount paid will be recovered in one lump sum besides initiating DAR action vide Lr.No.SCR/P-HQ/Rulling/o/866, dt.08.04.2011.
(Strike out which is not applicable)

Date:

Signature of the Employee:

Name:

Designation/Office/Stn:

PF/NPS No.: