

REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE

1. Certified that the children/child mentioned below in respect of whom reimbursement of children education allowance claimed is wholly dependent upon me:-

Name of the Child & Date of Birth	School in which studying	Class in which studying & A/Y	Exp on Education	Total amount of reimbursement claimed
(1)	(2)	(3)	(4)	(5)
#School Fees – for the whole year 2008-09 I/II/III/IV-Term				
Purchase of books (one set/per child/per Academic year)				
Purchase of note books (one set/per child/per Academic year)				
Purchase of Uniforms (two set/per child/per Academic year)				
Purchase of school shoes (one set/per child/per Academic year)				
Total (to be filled in column 4 above)				
#School Fees – for the whole year 2008-09 I/II/III/IV-Term				
Purchase of books (one set/per child/per Academic year)				
Purchase of note books (one set/per child/per Academic year)				
Purchase of Uniforms (two set/per child/per Academic year)				
Purchase of school shoes (one set/per child/per Academic year)				
Total (to be filled in column 4 above)				

2. Certified that the expenditure on education against the child/children as mentioned above has actually been paid by me. (Receipts enclosed).

(Note:- Copy of school fee card & bank challans /paid up receipts / purchases receipts in original are to be enclosed)

3. Certified that:-

- i) my spouse is not a central government servant.
- ii) my spouse is a Central Government servant and that she/he has not claimed/will not claim children's educational allowance in respect of our child/children.

4. Certified that during the period covered by the claim the child attended the school regularly and did not absent himself / herself from the school without proper leave for a period exceeding one month.

5. In the event of any change in the particulars given above which affect my eligibility for childrens educational allowance, I undertake to intimate the same promptly and also to refund excess payment if any made.

#Note: School Fee means tuition fee, admission fee, lab. fee, special fee charged for agriculture, Electronics, music or any other subject, fee charged for practical work under the programme of work experience, fee paid for the use of any aid or appliance by the child, library fee, games/sports fee and fee for extra curricular activities.

DI. _____

(Signature of Employees)

Name : _____

Designation: _____