



FORM - 2

REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE

1. Certified that children /child mentioned below in respect of whom reimbursement children Education Allowance claimed is my first/second child/first two children and is wholly dependent upon me.

Name of the child & Date of Birth	School in which studying	Class in which studying & Academic Year	Total Education Allowance paid	Total amount of reimbursement claimed
(1)	(2)	(3)	(4)	(5)
1)				
# Tuition Fee for the whole year 201 -201 (I/II/III/IV term)				Rs.
Purchase of Text Books (one set/per child/per A/Y)				Rs.
Purchase of Note Books (one set/per child/per A/Y)				Rs.
Purchase of Uniforms (one set/per child/per A/Y)				Rs.
Purchase of School Shoes (one pair/per child/per A/Y)				Rs.
Total to be filled in Column 4 above				Rs.
(1)	(2)	(3)	(4)	(5)
2)				
# Tuition Fee for the whole year 201 -201 (I/II/III/IV term)				Rs.
Purchase of Text Books (one set/per child/per A/Y)				Rs.
Purchase of Note Books (one set/per child/per A/Y)				Rs.
Purchase of Uniforms (one set/per child/per A/Y)				Rs.
Purchase of School Shoes (one pair/per child/per A/Y)				Rs.
Total to be filled in Column 4 above				Rs.

2. Certified that the Education Allowance indicated against the child/children has actually been paid by me (Receipts enclosed)

(Note: Copy of School Fee Card & Bank Challans/Paid up Receipts/Purchase receipts in Original are to be enclosed)

3. **Certified that :-**

- i) My Spouse is not Central Government Servant.
 - ii) My Spouse is a Central Govt. Servant and that she/he has not claimed/will not claim Children's Education 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 children's educational allowance, I undertake to intimate the same promptly and also to refund excess payments, if any made.

Note : Tuition 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.

Encl :

(signature of the Govt. Servant)

Place:

Name : _____

Date :

Designation : _____

Place of posting : _____

I.D.No. : _____

Ph. No. : _____

Authority vide Government of India Ministry of Personal P.G and Department of Personal & Training New Delhi Order No. A-27102/02/2017-Estt. (AL) 16 August 2017

(This order shall be effective from 01 Jul 2017)

CERTIFICATE FROM THE HEAD OF INSTITUTION / SCHOOL
(FOR REIMBURSEMENT CEA)

Ref No.....

Date:.....

It is certified that Master/Kumari _____ having Admission
No _____ D.O.B _____ Son / Daughter of Mr /Mrs _____
is a bonafide student of this school/Institution and studied in Class _____ Sec _____ Roll
No. _____ during the previous Academic year namely
_____ vide affiliation Regd. No./Code
_____ and pattern _____ curriculum.

Place: _____

Date:- _____

Signature of principal
(Affix School Stamp)

SELF DECLARATION

I _____ do hereby certify that my Son/Daughter
namely _____ Studied in Class _____
Sec. _____ Roll No. _____ during previous Academic Year _____ in

_____ School.

In the event of any change in the particulars given above which affect my eligibility for Children Education Allowance. I undertake to intimate the same promptly and refund excess payment, if any made to me.

Signature of Govt. Servant

Name: _____
Designation: _____

Place: _____

Date: _____