

**FORM – 2**  
**REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE**  
**(Ref. OM No. 12011/03/2008 (Allowance) Dated 02/09/2009)**

1. Certificate that the children/child mentioned below in respect of whom reimbursement of Children Education claimed is wholly dependent upon me :-

Name of the child & Date of Birth	School in which studying	Class in which studying & A/Y	Total Education allowance paid	Total Amount of reimbursement claimed
(1)	(2)	(3)	(4)	(5)
1)				
Tuition Fees		For the whole year 2011-12/I/II/III/IV-Term/		Rs.
Purchase of Books		(One Set/per child/per/A/Y		Rs.
Purchase of Note Books		(One Set/per child/per/A/Y		Rs.
Purchase of uniforms		(Two Set/per child/per/A/Y		Rs.
Purchase of School Shoes		(One Set/per child/per/A/Y		Rs.
Total to the filled in column 4 above				
2)				
Tuition Fees		For the whole year 2011-12/I/II/III/IV-Term/		Rs.
Purchase of Books		(One Set/per child/per/A/Y		Rs.
Purchase of Note Books		(One Set/per child/per/A/Y		Rs.
Purchase of uniforms		(Two Set/per child/per/A/Y		Rs.
Purchase of School Shoes		(One Set/per child/per/A/Y		Rs.
Total to the filled in column 4 above				

2. Certified that the education Allowance indicated against the Child/Children has actually been paid by me (Receipt enclosed)

(Note : Copy of school fee card & Bank challans/Paid up receipt/purchase 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 Govt. Servant and that she/he has not claimed/will not claim children's educational allowance in respect of our child/children.

iii) The child/children for whom I am claiming reimbursement is/are among two eldest surviving children (if born after 31-12-1987)

4. Certified that during the period covered by the claim the child attended the school regularly and did not absent himself/hereof 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 agricultural, electronics, music or may other subject. Fee charged for practical work under the programme of work experience fee paid for the use of any old or appliance by the child, library fee, games/sports fee for extra curricular activities.

Encl:

PLACE & DATE

(Signature of the Govt. Servant)