

4. Certified that my wife / husband Dr./Mr./Ms. _____ is presently working as _____ in the Deptt./Organization _____ and that he / she shall not apply / has not applied for the Children Education Allowance for the Child / children mentioned above.
5. Certified that I or my wife / husband has not claimed this re-imbursement from any other source and will not claim the same in future. If found otherwise, appropriate action may be taken.
6. Certified that during the period for which claim has been made, the child attended the school regularly and did not absent himself/herself from the school without proper leave for a period not exceeding one month.
7. Certified that I am claiming the CEA in respect of my two eldest surviving children only. The information furnished above are complete and correct and I have not suppressed any relevant information.
8. In the event of any change in the particulars given above which affect my eligibility for reimbursement of Children Education Allowance, I undertake to intimate the same promptly and also to refund excess payments if any made. Further, I am aware that if at any stage the information / documents furnished above is found to be false, I am liable for disciplinary action.

Date: _____

Place: _____

(Signature of Employee)

Name: _____

Contact No. _____

Forwarded by:-

Dean/HoD/Section Incharge
(Name & Designation)

VERIFICATION BY ESTABLISHMENT SECTION

The details of child/children as furnished and certified by Dr./Mr./Ms. _____ have been verified from the service particulars/records.

May be forwarded to Finance Section for reimbursement of CEA/Tuition Fee, as per rule.

Dealing Assistant

AR/DR (Establishment)

Finance Section