

Name of Govt. Servant ..... Designation & Section .....

Date of Claim .....

Period to which present claim pertains ..... 3 period for which last reimbursement was claimed .....

Family Details	Name of child	School in which studying and location of the school (state also whether it is a Govt. or Govt. aided school.	Class in which studying	Details of Claim	Amount of Govt. Scholarship, if any	Amount of scholarship received from other sources (NB) Merit Scholarships specifically remarked for items other (tuition fees not to be mentioned)	Amount of reimbursement claim (to be restricted to fees approved by educational authorities) to be filled by OE-I, section
1.	2.	3.	4.	5.	6.	7.	8.

1.Tuition fees

1. Tuition fees

2.Computer fees

2.Computer fees

3.

3.

4.

4.

Certified that My Child/Children mentioned above in respect of whom reimbursement of tuition fees is claimed is/are studying in the school mentioned on column (2) above which is/are recognized school and that the tuition fees indicated against each have been paid.



Certified that →

My wife / husband is not in Govt. service

My wife / husband is in Govt. service and than no reimbursement would be claimed by her/him and also the pay draw by her/him does not exceed Rs. 121/-

My wife/husband is not employed outside the Central Govt.

My wife / husband is employed with

She is not entitled to reimbursement or tuition fees in respect of our children. She/He is entitled to reimbursement of tuition fees in respect of our child as follows. Certified that none of the children mentioned above has been studying in the same class for more than two years.

Certified that I or my wife/husband have not claimed and will not claim the children's education allowance under the Ministry of Finance O.M. No. 019(1) Estt. (Spl) 62, Dt. 10-1-1966 in respect of the Children mentioned above (strike off if not applicable)

• Strike out which is not applicable.

@ Employed other than Central Govt. to be mentioned.

Date

Signature and Designation of the Govt. Servant  
Pay Rs.

Tuition fee and other claims fee of Rs. ....for the  
Period.....amount claimed is less than entitlement  
passed for Rs.....

AAO/OE-

SR.A.O/OE-I

SR.DAG(A)



**BONAFIDE CERTIFICATE FROM THE HEAD OF INSTITUTION/SCHOOL**

This            is            to            certify            that            Master/Baby/Mr./  
Miss.....Roll  
no.....Admission No.....son of  
Sri/Smt.....is a  
bonafide student of this school and studied in Class.....during  
the financial year/Academic year.....and as per School records  
his/her date of birth is .....

This is to also certify that the above named child had studied in this school in the  
previous academic year.....He/She bears a good moral character.

\*\*During            the            year            Master/            Baby/            Mr./  
Miss.....had  
resided in the residential complex (Hostel) of the school and paid an amount of  
Rs.....(In words Rs.....  
.....) toward boarding and lodging in the residential  
complex.

This            Institution/School            is            affiliated            recognized            by  
.....and the affiliation/recognition  
Number is.....

Dated:

Place:

Signature Head of the Institution/School  
(with Stamp and seal)

\*\*Strike out if it is not applicable