



तमिलनाडु केन्द्रीय विश्वविद्यालय
 (संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)
CENTRAL UNIVERSITY OF TAMIL NADU
 (Established by an Act of Parliament, 2009)
 तंजावुर रोड/Thanjavur Road, तिरुवारूर/Thiruvarur - 610 004
 ☎: 04366 – 220311, 📠: 04366 - 225312

**PROFORMA FOR RE-IMBURSEMENT OF CHILDREN EDUCATION
 ALLOWANCE/HOSTEL SUBSIDY**

CLAIM FOR THE FINANCIAL YEAR:- **2020-21**

I hereby apply for the reimbursement of Children Education Allowance for my child/children and relevant particulars are furnished below:-

1. Name of the Employee :
2. Employee No. :
3. Designation :
4. Office / Department :
5. Name of Spouse :
6. If spouse is employed, state whether in Central Govt., PSU, State Govt. (give details) :
7. Designation & Office of spouse, if spouse is employed in Railway: :

8. Details of all the children for whom CEA/Hostel Subsidy claimed:

S.No.	Sequence	Name	DOB	Age
1.	1 st Child			
2.	2 nd Child			

9. Academic year, Name of School/Residential School and Class in which children studied:

1 st Child		2 nd Child	
Academic Year: [2020-21]	Name of the School:	Academic Year: [2020-21]	Name of the School:
Class:		Class:	

10. Distance of Hostel of child from residence of employee (*in case Hostel Subsidy is claimed*):.....

11. The Academic year for which CEA/Hostel Subsidy is applied now : **2020-21**

12. (a) Whether the child for whom the CEA is applied for is a disabled child: YES/NO

(b) If yes, indicate the nature of disability:

(c) Date of disability certificate:

(d) Indicate the percentage of disability:

13. Whether the Bonafide certificate from Head of Institution has been attached: Yes/No.

14. For Hostel Subsidy, the Bonafide certificate from mentioning the amount is attached: Yes/No

15. If Yes at Item No. 14, Amount claimed for Hostel Subsidy:.....

16. (i) Certified that the fee/amount indicate above had actually been paid by me.

(ii) Certified that my wife/husband is/is not a Central Government Servant.

(iii) Certified that my husband/wife Sri/Smt: _____
is presently working as: _____ in _____ and
that he/she shall not apply/has not applied for the Children Education Allowance for the child
mentioned above.

(iv) Certified that I or my wife /husband has not claimed this re-imburement from any other
source and will not claim the same in future.

17. Certified that my child in respect of whom reimbursement of Children Education Allowance is
applied is studying in the School/Jr.College which is recognized and affiliated to Board of
Education / University.

18. The information furnished above is complete and correct and I have not suppressed any relevant information. 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.

Signature :

Name :

Designation :

Date :

FOR OFFICE USE ONLY

A. Establishment Section:

The family particulars of the claimant has been verified from the official records and found correct.

Section Officer/AR

B. Finance section:

Name of staff	Designation	Emp. No.	CEA Amount	Hostel Subsidy Amount (if any)	Total

Dealing Assistant

Assistant Registrar

Joint Registrar

APPENDIX - B

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 year **2020 - 21** and
as per School record his / her date of birth is in words
.....

(In Case of Hostel Subsidy)

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

This institution/School is affiliated recognized by
and affiliation / recognition number is

Date:

Place:

Signature
(Head of the Institution/School
with Stamp & Seal)

* *(Strike out it is not applicable)*