



# हंसराज महाविद्यालय

## HANS RAJ COLLEGE

दिल्ली विश्वविद्यालय

महात्मा हंसराज कॉलेज मार्ग, दिल्ली - ११०००७

UNIVERSITY OF DELHI

MAHATMA HANSRAJ COLLEGE MARG, DELHI - 110007

### REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE (FORM II)

Name of the Employer \_\_\_\_\_ Designation \_\_\_\_\_  
No. of Child/ Children for which reimbursement claimed (One/Two)  
Amount already claimed/reimbursed during the year: \_\_\_\_\_ (Till date)

Particulars	Child 1	Child 2
Name		
Date of Birth		
Class in which studying		
School in which studying		

Particulars	Child 1 Total Education Allowance Paid (Rs.)	Child 2 Total Education Allowance Paid (Rs.)	Total Amount of reimbursement claimed (Rs.)
Tuition Fee			
Adm Fee			
School Fee			
Text Books (1 Set only)			
Note Books (1 Set only)			
School Uniforms (Max 2 Sets)			
School Shoes			
Total			

2. Certified that the Education fees/expenses 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 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.
  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.

PLACE.....  
Date:.....

(Signature of the Employee)  
Name-

# CERTIFICATE

Name and Location of the School/ College: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Certified that Mr./ Miss \_\_\_\_\_ son/ daughter of  
Shri/ Smt \_\_\_\_\_ studying in class  
\_\_\_\_\_ since \_\_\_\_\_. He/ she is not in the  
receipts of scholarship of Rs. \_\_\_\_\_ per month for the period from  
\_\_\_\_\_ to \_\_\_\_\_ as per details given below.

Tuition Fees Rs. \_\_\_\_\_

Science Fees Rs. \_\_\_\_\_

Others Fees Rs. \_\_\_\_\_

It is certified that \_\_\_\_\_ School/ College is  
recognized by the education authorities of \_\_\_\_\_ State and  
Regn. No. is \_\_\_\_\_

Date:

Head of the Institution

With seal