राष्ट्रीय जैविक संस्थान
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार)

दिनांक: 05 अक्टूबर 2018
नोएडा (U.P.) -201309

परिपत्र

संस्थान के सभी अधिकारियों / कर्मचारियों को सूचित किया जाता है कि, कार्यकारी लोक शिक्षा और
पेशेवर मंत्रालय, भारत सरकार के कार्यालय ज्ञापन सं. 12011/03/2008 (Allowance) दिनांक 02/09/2009 के
अनुसार शिक्षण शुल्क प्रतिपूर्ति का प्रारूप (प्रप्त) संरक्षित किया गया है।

अत: सभी कार्यकारी शिक्षण शुल्क प्रतिपूर्ति के बिलों को संरक्षित प्रारूप में ही भरकर कार्यालय में जमा
कराएँ। संरक्षित प्रारूप की प्रति को संस्थान की वेबसाइट पर भी उपलब्ध कराया गया है।

यह परिपत्र सरकारी प्राधिकारी से अनुमोदित है।

(जेपीपीपंत)
अनुभाग अधिकारी

प्रतिलिपि,
1. संस्थान के सभी अनुभाग/प्रयोगशाला प्रमुख सूचनार्थ।
2. सूचना पत्र (प्रशासन एवं प्रयोगशाला भवन)
3. सूचना प्रीडोगिकी प्रकाशित के प्रमुख (प्रप्त) को संस्थान की वेबसाइट पर अपलोड किए जाने हेतु)
REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE FORM

[Ref: OM No. 12011/03/2008 (Allowance) Dated 02/09/2009]

Certified that my children/child mentioned below in respect of whom reimbursement of Children Education Allowance claimed is wholly dependent upon me and I am compelled to send my child/children away from the place of my posting/residence due to non-availability of the School of the requisite standard at the station of my posting/residence or due to non-availability of a vacancy in such a school at the station of my posting/residence :-

<table>
<thead>
<tr>
<th>Name of the Child &amp; Date of Birth</th>
<th>School in which studying</th>
<th>Class in which studying &amp; A/Y</th>
<th>Total Education Allowance paid</th>
<th>Total Amount of reimbursement claimed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>1.</td>
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<tr>
<td>2.</td>
<td></td>
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</tr>
<tr>
<td>1. Tuition fees – for the Whole Year 2009-10</td>
<td>Rs.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Quarter: Jun - Aug</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Second Quarter: Sep – Nov</td>
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<tr>
<td>Third Quarter: Dec – Feb</td>
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<tr>
<td>Fourth Quarter: Mar – May</td>
<td></td>
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<tr>
<td>2. Purchase of books (one Set/per child /per A/Y)</td>
<td>Rs.</td>
<td></td>
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<tr>
<td>3. Purchase of Note books (one Set/per child /per A/Y)</td>
<td>Rs.</td>
<td></td>
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<tr>
<td>4. Purchase of Uniforms (Two Sets/per child /per A/Y)</td>
<td>Rs.</td>
<td></td>
<td></td>
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<tr>
<td>5. Purchase of school shoes (one Set/per child /per A/Y)</td>
<td>Rs.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total (Tuition Fess paid + 2 to 5)</td>
<td></td>
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</tr>
</tbody>
</table>
2. Certified that the Education Allowance 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.

End:

Place: ........................................
Date: ................................. Signature of the employee
CERTIFICATE FROM SCHOOL

Certified that Student

S/O Shri .......................................................... Studying in the .......... Class,

Name of the school ........................................................................................................... During

academic session ..............................................................................................................

1. Date of birth ..............................................................................................................

2. Date of admission in the School : ............................................................................

3. Date of admission in the class : ..............................................................................

4. Whether the child is in receipt of scholarship from the Govt/Private

Estt, if so mention the amount : ....................................................................................

5. The school recognized /Not recognized by central / State Government.

________________________________________________________________________________

Signature of the

Principal / Head Master

With seal

Station :

Dated the ...........................................