



অসম বিশ্ববিদ্যালয় সিলচর
ASSAM UNIVERSITY SILCHAR

Proforma for Re-imbusement of Children Education Allowance/Hostel Subsidy

Name of the Government Employee (in Block letter)	
Designation and Department/Section	
Whether the child is disabled	If yes, please indicate the Sl. No. of the name of the child from the table below ()
Bank Account No. & IFSC	
PFMS No.	

Sl. No.	Name of the Child and Date of Birth	Name of the School	Class and Academic Year	Amount of re-imbusement claimed	Supporting Document
					* CHI/CRC/FR
1.					
2.					
3.					
Total amount of re-imbusement claimed					

Note : * CHI : Certificate from The Head of The Institution, CRC : Copy of the Report Card, FR : Fee Receipt(s)

1. Certified that the Child/Children mentioned above in respect of whom re-imbusement of Children Education Allowance claimed is wholly dependent upon me.
2. Certified that the Children Education Allowance indicated against the Child/Children has actually been paid by me.
3. Certified that :
 - a) My spouse is not a Central Government Employee.
 - b) My Spouse is a Central Government Employee and that he/she has not claimed/will not claim Children's Education 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 remain 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 Education Allowance, I undertake to intimate the same promptly and also to refund excess payments, if any made.
6. All the supporting documents must be self attested by the Government employee.

Enclo :

Place :

Signature of the Government Employee

Date :

Contact No. :



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Bonafide Certificate from The Head of The Institution

This is to certify that Master/Baby/Mr./Miss. _____ Roll
No. _____, Admission No. _____, Son
of Shri/Smti _____ is a bonafide student of this school and
studied in Class _____ during the Financial Year _____ and as per
School records his/her date of birth is _____.

He/She bears a good moral character.

Bonafide Certificate from The Head of The Institution for claiming Hostel Subsidy

Certify that during the year Master/Baby/Mr./Miss _____
resided in the hostel of the school and paid the necessary fees towards boarding and lodging in the residential
complex/hostel.

This institute/School is affiliated/recognized by _____ and
the affiliation/recognition number is _____.

**Signature of the Head of the Institute/School
(with Seal)**

Date :

Place :