

TUITION FEE REIMBURSEMENT BILL**FINANCE & ACCOUNTS OFFICE**

**JAMIA MILLIA ISLAMIA
NEW DELHI**

Dispatch No. Dt.....

Diary/BRF No. Dt.....

Re-Received Date

Passed /Approved Date

DEBIT

Rs.

Major Head.....Common Service.....

Minor Head.....Tuition Fees Reimbursement Account.....

Amount in Words: Rupees

CREDIT

In favour of

Emp. ID No.....(Bank A/C No).....

Indian Bank J.M.I Branch. Ch. No.....Date.....

TOTAL
F.D.R. No. **I.L.No.**..... **L.F.No.**

Voucher prepared by **dated**

Certified that:

- The balance under the Head of expenditure upto date is Rs. according to the books of the Office, before sending the bill under reference.

Financial Authority date: **Asstt. Registrar/Dy. Registrar dated:****Registrar date:**.....

Pay by Cash/Cheque Rs ₹ **₹**

Dealing Assistant
Section Officer
Accounts Officer

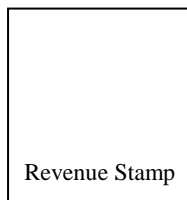
date.....

 Received from the **JAMIA MILLIA ISLAMIA, NEW DELHI-110025** the sum of

Rs.....

Date

Thumb Impression of.....



attested.....

Signature

JAMIA MILLIA ISLAMIA
Maulana Mohammad Ali Jauhar Marg
NEW DELHI -110025

REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE AND REIMBURSEMENT AND TUITION FEES

1. Certified that the child /children mentioned below in respect of whom child Education Allowance Scheme claimed is/ are wholly dependent upon me.

S. No	Name of the Child	Relation	Date of Birth	School in which studying	Class in which Studying	Monthly Tuition Fees	Reimbursement claimed for the period	Amount of Reimbursement claimed
I								
II								
III								

2. Certified that the tuition fees and other expenses indicated against the child / each of the children had actually been paid by me (Cash Receipt/Counterfoil of the Bank Voucher in original to be attached with the initial claim.)

3. Certified that:

- i) My wife / husband is not central government servant.
- ii) My wife /husband is a central government servant but she/ he will not claim reimbursement of tuition fees in respect of our child children.
- iii) My wife /husband is employed with
- iv) Not applicable to person employed on contract /Ad-hoc/casual and part time employees paid from contingencies.

4. Certified that during the period covered by this claim, the child/ children attendant that school (s) regularly and did not absent himself /herself/themselves from the school (s) without proper leave period of exceeding one month.

5. Certified that the above-mentioned child/children are Ist & IInd issue.

6. Certified that child / Children mentioned has / have not been studying in the same class for more than two years.
7. Certified that my wife / husband has not claimed and will not claim Children's education allowance / tuition fees re-imburement in respect of the child/children mentioned above.
8. Certified that my child/ children in respect of whom reimbursement of tuition fees and other expenses are claimed is / are studying in the school which is /are recognized school (Not applicable to school run by Central Government / Union Territory Administrative/ Municipal Corporation / Municipal Committee Panchayat Samities, Zila Parishad etc.
9. In the event of any change in the particulars mentioned above, which affect my eligibility from reimbursement of education allowance, I undertake to intimate the same promptly and also refund payment if any made to me.
10. The above information is factually correct and if found incorrect, I shall be both liable to both disciplinary action and also financially liable for loss/ losses suffered to JMI.
11. The amount is actually due and has not been claimed before.

.....
Signature of the govt. Servant

Date.....

Name.....

Designation

Date of Appointment.....

Nature of Appointment.....

Deptt. /Office.....

Intercom No.....Ph./Mob:.....

(FOR USE IN THE FINANCE & ACCOUNTS OFFICE)

All relevant accounts have been verified and are in order. Sanction for re-imburement of Children education Allowance for Rs. for the one period from to as per claim mentioned above may kindly be passed for payment.

Dealing Asstt.....

Section Officer.....

Accounts Officer.....