

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
(Reimbursement, of children Education Allowance)

- 1) **Name of the Employee :**
 2) **PF No :**
 3) **Department/ Section :**
 4) **Period of claim From : To:**
(Quarterly)

A) Name of the Child	
B) Name of the recognized school & Registration No of the school	
C) Class & Section	
D. 1) Fees paid	
i) Tuition Fee	
ii) Admission Fee	
iii) Special Fee ()	
iv) Fee for practical work	
v) Fee for use of any aid/ appliance	
vi) Library Fee	
vii) Games/ sports Fee	
viii) Fee for extracurricular activities	
2) Cost of text books	
3) Cost of note books	
4) Cost of uniforms	
5) Cost of school shoes	
6) Total claim for reimbursement (Sl. No-D1 to SI No-D5)	
E) Hostel Subsidy (for lodging & boarding)	
Total Hostel Subsidy(D6+E)	

- 1) Certified that my ward mentioned above, in respect of whom the reimbursement is claimed, is studying in a recognized school.
- 2) Certified that my spouse has not claimed/ is not claiming any reimbursement as above.

Forwarded by

Signature of the claimant
Date:

Head of Department/ Section

- Please see instructions over leaf.