

APPLICATION FOR CHILDREN EDUCATION ALLOWANCE/HOSTEL SUBSIDY

FOR THE ACADEMIC YEAR 2020-21 (MAXIMUM UPTO FIRST TWO SURVIVING CHILDREN)

(RBE No. 147/2017)

(A) I hereby apply for Children Education Allowance for my child/children and relevant particulars are furnished below:

1	Name of the Employee (in CAPITAL LETTERS)	
2	PF No./Employee No.	
3	Bill Unit No.	
4	Designation & Station/Office	
5	Name of the Spouse	
6	If the spouse is employed, state whether in Central Govt., PSU Govt.(Give details)	
7	Designation, office & B.U. No. of spouse, if employed in railway	

(B) Details of the eldest children for whom CEA/Hostel subsidy claimed:

Sr. No.	Particulars of Child	1st child		2nd child													
1	Name																
2	Date of Birth																
3	Class studied during FY-2020-21																
4	Name of the School/College with address																
5	Name of claim (tick (✓) whichever is applicable)	<table border="1"> <tr> <td>i. Education Allowance</td> <td></td> </tr> <tr> <td>ii. Hostel Subsidy</td> <td></td> </tr> <tr> <td>iii. Disabled Child</td> <td></td> </tr> </table>	i. Education Allowance		ii. Hostel Subsidy		iii. Disabled Child			<table border="1"> <tr> <td>iv. Education Allowance</td> <td></td> </tr> <tr> <td>v. Hostel Subsidy</td> <td></td> </tr> <tr> <td>vi. Disabled Child</td> <td></td> </tr> </table>	iv. Education Allowance		v. Hostel Subsidy		vi. Disabled Child		
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6	Amount Claimed																

- (1) Distance of Hostel of child from residence of employee (In case Hostel Subsidy claim)_____
- (2) Whether the child for whom the CEA is applied for is a disabled child Yes/No.
- (3) If yes, indicate the nature of disability with %_____.
- (4) Date of disability certificate_____.

Certificate that my child in respect whom the Children Education Allowance is claimed is studying in the school/college which is recognized and affiliated to Board of Educational/University

I hereby declare that the information furnished above is complete and correct and I have not suppressed any relevant information. In the event of any change in the particulars given above which affect my eligibility for CEA/Hostel Subsidy, I undertake to intimate the same promptly and also refund excess payment, if any made. Further, I am aware that if at any stage the information/document furnished above is found to be false, I am liable for disciplinary action.

Signature_____

Name/Design./Station_____

Working under_____

Date_____

Certified that the details of the employee have been verified with the family composition details of the claimant from the official record/register and found correct.

Forwarded to Sr. DPO/SUR for necessary action

**Signature of Forwarding Official with
Office seal & stamp.**

List of documents to be enclosed:

- 1. CEA/Hostel Subsidy application filled in all respect.**
- 2. Bonafide certificate from the School/College (Annexure A).**
- 3. Copy of Family Declaration Details duly certified by the Supervisory Official.**

BONAFIDE CERTIFICATE FORM THE HEAD OF INSTITUTION / SCHOOL

This is to certify that _____
Roll No. _____ Admission No. _____ is a Bonafide student of school and Studied in Class _____
during the financial year _____ and as per school Records his/her Date of Birth is _____
[in words _____]

He/She bears good moral character.

**During the year _____ had resided in the Residential Complex/Hostel of The school
and paid an amount of Rs. _____ towards Boarding & Lodging of Residential Complex.

This Institution/School is affiliated/recognized as a Residential Institution/School by
_____ and the affiliation/recognition No. is _____
_____.

Dated:

Place:

Signature of the Head of the Institution/School
[With stamp and seal]

**Strike out which is not applicable.

Instructions for submission of CEA form (Year 2020-21)

- 1) CEA is allowed for **only two eldest children**. In any case claims for **third and onward child** should not be submitted.
- 2) CEA is allowed from LKG/UKG(2 years prior to 1st standard) up to 12th or first two years of Diploma Engineering (Polytechnic)/ITI after 10thSTD.
- 3) **For academic years beyond 12th STD,CEA should not be claimed.**
- 4) Application form 2020-21 to be filled and signed by employee and Depot I/C.
- 5) Bonafide certificate of year 2020-21 with School Recognition number should be attached.
- 6) Family declaration form should be **inclusive of names of all family members (all children)** irrespective of enable for Family PASS with the signature of employee & Depot I/C.