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| **Indira Gandhi University Meerpur-Rewari** | D:\new logo 1.jpg | **इंदिरा गाँधी विश्वविद्यालय**  **मीरपुर-रेवाड़ी** |

(A State University Established under Haryana Act No. 29 of 2013)

Recognized u/s 12 (b) & 2(f) of UGC Act, 1956

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***UNDERTAKING BY UNIVERSITY EMPLOYEE FOR CLAIMING EDUCATION ALLOWANCE FOR THE FINANCIAL YEAR \_\_\_\_\_\_\_\_\_\_***

Certified that:-

1. I have opted for re-imbursement of Education Allowance in r/o my following children:

a) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ii) That during the session ***\_\_\_\_\_\_\_\_\_\_*** they are studying in the following school/Institutions:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Child Name | Class/Course | Name of School/Institution | D.O.B. | Remarks |
|  |  |  |  |  |
|  |  |  |  |  |

1. That I am paying his/her their fee to the above School/Institution at the following rate and further that I am spending the amount shown against each for their books/stationary/dress kit/transportation charges etc. as under:

|  |  |  |
| --- | --- | --- |
| Child Name | School/Institution Fee | Other expenses i.e. books/ Stationary |
|  |  | / Dress kit/transport charges |
|  |  |  |
|  |  |  |

iv) That for the Academic Session ***\_\_\_\_\_\_\_\_\_\_***, I may be paid the Education Allowance as at Sr.No. (iii).

1. That in case my above named wards discontinue his/her Studies University will be informed accordingly.
2. Whether the spouse is also in service(**YES/NO** \_\_\_\_\_\_\_\_) if yes attach, an undertaking from the spouse duly countersigned by his/her employer to this effect that he/she has not claimed/will not claim the Education Allowance from his/her department.
3. That in case it is found at any stage that the amount claimed by me is not covered under the Education Allowance Scheme, I will refund the same to the University.
4. Rate of remuneration is Rs. ***\_\_\_\_\_\_\_\_\_\_*** per child per month. Total amount: \_\_\_\_\_\_\_\_\_\_

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DOJ: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deptt/Branch:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_