



INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

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

No. IGU/Accts/2020/ 1833

Dated: 11/02/2020

NOTICE

All the members of the Teaching & Non-Teaching Staff are hereby informed to submit their claim in the prescribed format for re-imbusement of Children's Education Allowance for the financial year 2019-20 **latest by 25th of March 2020.**

Claims received after the aforesaid date will not be entertained without justification for delay.


Finance Officer

Copy to:

1. OSD to VC (for kind information of the Vice-Chancellor), IGU, Meerpur
2. PA to Registrar (for kind information of the Registrar), IGU, Meerpur
3. In-Charge University Website with the request to kindly upload on the University website

INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

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UNDERTAKING BY UNIVERSITY EMPLOYEE FOR CLAIMING EDUCATION ALLOWANCE FOR THE FINANCIAL YEAR 2019-20

Certified that:-

i) I have opted for re-imbusement of Education Allowance in r/o my following children:

a) _____

b) _____

ii) That during the session 2019-20 they are studying in the following school/Institutions:-

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

iii) 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 2019-20, I may be paid the Education Allowance as at Sr.No. (iii).

v) That in case my above named wards discontinue his/her Studies University will be informed accordingly.

vi) 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.

vii) 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.

viii) Rate of remuneration is Rs. 1125/- per child per month. Total amount: _____

Dated: _____

Signature: _____

Name: _____

Designation: _____

DOJ: _____

Deptt/Branch: _____