



No. NIN/CEA/2024-25/

DATE: 28-05-2024

NOTICE

Members of the staff of this Institute are hereby advised to submit applications duly filled in the prescribed format (**application form, self declaration and certificate from the institution/school available in NIN official website: <https://www.nin.res.in/> employee corner**) for claiming CHILDREN EDUCATION ALLOWANCE for the **Academic Year 2023-2024** by **20th June, 2024 between 04:30 pm to 5:30 pm** in Pay bills section.

In order to claim reimbursement of CEA, the Govt. servant should produce a certificate issued by the Head of the Institution for the period/year for which claim has been preferred. The certificate should confirm that the child studies in the school/college during the previous academic year. In case such certificate cannot be obtained, self-attested copy of the report card or self attested fee receipt(s) including e-receipt(s); confirming / indicating that the fee deposited for the entire academic year can be produced as a supporting document to claim the CEA. Hostel subsidy, a similar certificate from the head of institution confirming that child studied in the school/institution will suffice with additional requirement that the certificate should mention the amount of expenditure incurred by the Government servant towards lodging and boarding in the residential complex.

DETAILS FOR THE CLAIM ARE GIVEN BELOW:

Nursery to XII – (i.e. First to Twelfth which includes Class I to XII plus three classes prior to Class I irrespective of Nomenclature).

Drawing & Disbursing Officer
for DIRECTOR

Cc to:

1. All Notice Boards
2. Niloufer Hospital
3. Osmania hospital
4. Govt. Maternity Hospital