

F.No. CSU-LKO/2025-26/Admn(Tuition Fee)/13
केन्द्रीय संस्कृत विश्वविद्यालय, लखनऊ परिसर

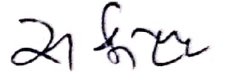
सं.-

दिनांक-11.03.2026

सूचना- 164

केन्द्रीय संस्कृत विश्वविद्यालय, नई दिल्ली (मुख्यालय) द्वारा Children Education Allowance (CEA) से सम्बन्धित प्रपत्र प्रेषित किया गया है एवं प्रपूरित प्रपत्र को दिनांक-07.04.2026 से पूर्व मुख्यालय को उपलब्ध कराने के निर्देश दिये गये हैं।

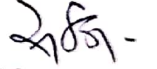
इस सम्बन्ध में परिसर के सम्बन्धित सभी प्राध्यापकों एवं कर्मचारियों को सूचित किया जाता है कि Children Education Allowance (CEA) से सम्बन्धित संलग्न प्रपत्र को प्रपूरित कर 03 अप्रैल 2026 तक अनिवार्य रूप से अधोहस्ताक्षरी को उपलब्ध कराना चाहेंगे, ताकि निर्धारित समय में मुख्यालय को प्रेषित किया जा सके।



(प्रो. सर्वनारायण झा)
निदेशक

प्रतिलिपि:-

1. उपरोक्त को सूचनार्थ
2. सूचना सञ्चिका
3. सम्बद्ध सञ्चिका
4. सह-समन्वयक, आई.क्यू.ए.सी. एवं सह-निदेशक
5. तकनीकी सहायक को वेबसाइट पर अपलोड हेतु
6. निदेशक कार्यालय प्रति



निदेशक



Director Lucknow CSU <director-lucknow@sanskrit.ac.in>

Submission of Children Education Allowance Forms Academic Year 2025-26

1 message

Salary and Claim CSU <salaryandclaim@sanskrit.ac.in>

Mon, Mar 9, 2026 at 11:18 AM

To: director-puri@sanskrit.ac.in, director-jammu@sanskrit.ac.in, director-prayagraj@sanskrit.ac.in, director-thrissur@sanskrit.ac.in, director-jaipur@sanskrit.ac.in, director-lucknow@sanskrit.ac.in, director-sringeri@sanskrit.ac.in, director-vedvyas@sanskrit.ac.in, director-bhopal@sanskrit.ac.in, director-nashik@sanskrit.ac.in, director-devprayag@sanskrit.ac.in, sdp@dcpune.ac.in, director-agartala@sanskrit.ac.in
Cc: fo@sanskrit.ac.in


Sir/Madam,

You are requested to kindly circulate the attached Children Education Allowance (CEA) form among the employees of your campus for filling. After verification, please arrange to submit the completed forms to the **HQ Office** on or before **07 April 2026**.

Your cooperation in completing this process within the given timeline will be highly appreciated.

Regards

SANGEETA

 Child_Education_Allowance_Form.pdf
386K

PROFORMA FOR CLAIM OF CHILDREN EDUCATION ALLOWANCE/ HOSTEL SUBSIDY.

CLAIM FOR THE FINANCIAL YEAR:- 20_____

I hereby apply for the reimbursement of children Education Allowance for my child/ children and relevant particulars are furnished below.

1	Name of the Employee		
2	SAMARTH ID		
3	PFMS Vendor Code		
4	Designation		
5	Posting Location		
6	Name of Spouse		
7	If Spouse is employed, State whether in Central Govt., PSU, State Govt. (give details)		

8 Details of two eldest children for whom CEA/ Hostel Subsidy is being claimed:

Sl. No.	Name of child	Name of School	DOB	Class	Is this a repeat class? If yes, give reason.
(i)					
(ii)					

10 In case hostel subsidy is claimed

Sr	Name of Child	Name of Hostel	Distance of Hostel from residence	Whether day boarding or fully residential
1				
2				

- 14 (a) Whether the child for whom the CEA is applied for is a disabled child: YES/ NO
 (b) If yes, indicate the nature of disability & attach certificate
 (c) Date of issue of disability certificate

- 15 Whether the Bonafide certificate from Head of institution has been attached: Yes/ No.
 16 For Hostel Subsidy, the Bonafide certificate from hostel mentioning the amount is attached: Yes/ No
 17 Certified that my spouse has not claimed this amount from any where else.

- 18 Certified that children in respect of whom this claim is filed are students of recognised schools affiliated to a recognised Board/University.
 19 Certified that this claim is filed only in respect of two eldest surviving children.
 Certified that I am claiming the CEA in respect of my two eldest surviving children only. The information furnished above are 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 reimbursement of Children Education Allowance, I undertake to intimate the same promptly and also to refund excess payments if any made. Further, I am aware that if at any stage the information/documents furnished above is found to be false, I am liable for disciplinary action.
 20 List of enclosures is listed on back side of this form.

Date: _____ Signature _____
 Name _____

Certified that family particulars have been checked.

SO (Admin)

Director/DD(Admin)



Authority vide Government of India Ministry of Personal P.G and Department of Personal & Training New Delhi Order No. A-27102/02/2017-Estt. (AL) 16 August 2017
(This order shall be effective from 01 Jul 2017)

CERTIFICATE FROM THE HEAD OF INSTITUTION /SCHOOL
(FOR REIMBURSEMENT CEA)

Ref No.....

Date:.....

It is certified that Master/Kumari _____ having Admission
No _____ D.O.B _____ Son / Daughter of Mr /Mrs _____
is a bonafide student of this school/Institution and studied in Class _____ Sec _____ Roll
No. _____ during the previous Academic year namely
_____ vide affiliation Regd. No./Code
_____ and pattern _____ curriculum.

Place: _____

Date:- _____

Signature of principal
(Affix School Stamp)



SELF DECLARATION

I _____ do hereby certify that my Son/Daughter
namely _____ Studied in Class _____
Sec. _____ Roll No. _____ during previous Academic Year _____ in

_____ School.

In the event of any change in the particulars given above which affect my eligibility for Children Education Allowance. I undertake to intimate the same promptly and refund excess payment, if any made to me.

Signature of Govt. Servant

Name: _____
Designation: _____

Place: _____

Date: _____

