



INDIAN INSTITUTE OF TECHNOLOGY - MADRAS
Chennai 600 036

CLAIM FORM FOR REIMBURSEMENT OF HOSTEL SUBSIDY

(CERTIFICATE BY SELF)

- 1) Certified that my child Shri / Kumari _____ is studying in _____ was admitted to hostel of the school on _____ (Date)
(Certificate from the Head of the School attached)
- 2) Certified that:
- i) My wife / husband is not a Central Government servant.
 - ii) My wife / husband is a Central Govt. Servant but she / he will not claim reimbursement of CEA in respect of our child/children
 - iii) My wife / husband is employed with _____ she / he is not entitled to reimbursement of CEA in respect of our child / children
- 3) I undertake to inform IIT Madras forthwith in the event of my withdrawing the child, from the hostel and also about any change in the particulars mentioned earlier. I also undertake to refund the excess payment, if any made.

(Signature of the Employee)

Name in block letter _____

Designation _____

Dept./ Section _____

Date: _____

HOSTEL SUBSIDY (CERTIFICATE BY SCHOOL)

_____ (Name of the School and Place) School

Name of the Boarder _____

Name of the Parent _____

Class to which admitted _____

Date of admission in the hostel _____

Period of stay in the hostel during the previous academic year _____

Place:-

Date:-

Signature of Principal

Name:

Official Seal:

(Affix School Seal)