

No.6-1/2009/Edu. Concession/II/D(Res)
Government of India
Ministry of Defence
Department of Ex-Servicemen Welfare
D(Res)

Room No 231, B Wing,
Sena Bhawan,
New Delhi-110 011

Dated : 25 Oct 2010

To

The Chief of the Army Staff
The Chief of the Naval Staff
The Chief of the Air Staff

Subject: Grant of Educational Concession to the Children of Armed Forces
Officers/Personnel Below Officer Ranks(PBORs)
missing/disabled/killed in action.

Consequent upon the decision taken by the Government on the recommendations made by the Sixth Central Pay Commission(CPC) in Para 4.10.18 regarding enhancement of Educational Concessions to the children of Armed Forces Officers/Personnel Below Officer Ranks(PBORs) Missing/Disabled/Killed in action and in supersession of earlier order No. 9(1)/703/Edu.Concession/D(Res) dated 6th August, 2003 on the subject, the President is pleased to issue the following instructions:-

- (i) **Tuition Fees:** Full reimbursement of tuition fee (Capitation fee and caution money not included) levied by the educational institutions concerned (including charges levied for the school bus maintained by the school or actual fares paid for railway pass for students or bus fare certified by the Head of Institutes).
- (ii) **Hostel Charges:** Full reimbursement of Hostel charges for those studying in boarding schools and colleges.
- (iii) **Cost of books/stationery:** Rs.1,000/- (Rupees one thousand only) per annum per student or the amount claimed by the student, whichever is less.
- (iv) **Cost of Uniform where this is compulsory:** Rs.1,700/- (Rupees one thousand seven hundred only) at the maximum during 1st year and Rs.700/- (Rupees seven hundred only) for the subsequent years per annum per student or the amount claimed by the student, whichever is less.
- (v) **Clothing:** Rs.500/- (Rupees Five hundred only) for the 1st year and Rs.300/- (Rupees three hundred only) for the subsequent years per annum per student or the amount claimed by the student, whichever is less.

2. The education concessions referred to above will be admissible only for undertaking studies in Govt/Govt aided schools/educational institutes, Military/Sainik Schools and other schools or college recognized by the Central or State Governments including the autonomous organizations financed entirely by the Central/State Governments.
3. The above educational concessions will be available for school going children from 2 classes prior to 1st class up to and inclusive of the First Degree Course.
4. Re-imbursement of Children Education Allowance (CEA) shall have no nexus with the performance of the child in his class. In other words even if a child fails in a particular class, the re-imbursement of CEA shall not be stopped.
5. Under the scheme CEA re-imbursement can be availed for two eldest surviving children only, except when the number of children exceeds two due to second childbirth resulting in multiple births.
6. These orders shall be effective from 1st September, 2008.
7. The Educational Concession referred to in this order will be debit able from Major Head 2076 and Minor Head 800 B(a) 2 of the Defence Services Estimates (Army) and the relevant Heads of Navy and Air Force.
8. This issues with the concurrence of Ministry of Defence (Finance Division) vide their U.O.No.3287/Fin/Pen/10 dated 12th Oct 2010.

Yours faithfully,

Sd/-

(M M Singh)

Dy Secretary to the Govt. of India
Tele. 23015772

Copy to :

Ministry of Defence (Fin/AG/PD)
CGDA, Dir of Audit, Defence Services
All Controllers of Defence Accounts
All Commands Headquarters

Copy to : Signed in ink:

Principal Controller of Defence Accounts(Officer), Pune
Principal Controller of Defence Accounts(OR), South Madras
Principal Controller of Defence Accounts(OR), North Meerut
Principal Controller of Defence Accounts(Central), Nagpur
Director of Audit & Accounts, APS, Nagpur

CHECK LIST FOR SUBMISSION OF EDUCATIONAL SCHOLARSHIP

1. Contingent bill(s), duly completed in all respects, signed by Mother/Father of the child(on revenue stamp) and countersigned by the Principal/Headmaster.
2. Indication of Service number, Rank and Name of the father/mother of the child/children on the Contingent Bill.
4. Indication of Name of the Child, School/College, Class and Academic Year on the Contingent Bill.
5. Original receipts(having break-down details) of Tuition Fee(monthwise/quarterwise), Hostel Charges(including mess charges), uniform(where uniform is compulsory), clothing, books and stationery, bus/rail fare etc., for the whole academic year, duly countersigned by Head of the Institute/Hostel Warden.
6. Ensure that the grants to meet hostel charges are admissible only to those studying in boarding schools and colleges.
7. Ensure that the reimbursement of Cost of Books and Stationery, Uniform(where it is compulsory) and Clothing have been claimed as laid down in Govt of India letter.
8. Certificate to the effect that the School/College is Govt/Govt aided/unaided but recognized by State/Central Govt as mentioned in para 4 of the Contingent Bill.
9. Photocopy of the Entitlement Card of the child, issued from Record Office (JCO/Ors)/MP-5(Officer).
10. Details of Bank Account (Name of account holder, account number, bank address and MICR & IFSC code), duly countersigned by the Bank Manager.
11. Specify whether claim for the child for uniform/clothing is submitted for the first year or subsequent years.
12. Claims should be submitted separately for each academic year after the completion of the academic year.
13. Claims more than three years old will not be entertained.

CONTINGENT BILLFor official use only

Contingent Bill No. _____ of _____

Total allocation of Fund : Rs. _____

Expenditure already incurred : Rs. _____

Amount of this bill : Rs. _____

Balance : Rs. _____

Expenditure on account of scholarship in respect of Master/Km. _____
 son/daughter of _____ studying in class _____
 School/College _____ for the academic
 year _____ to _____.

Sl. No.	Details of actual expenditure	Amount	
		Rs.	Ps.
1.	Tuition fee and other fees		
2.	Hostel fees (including mess charges)		
3.	School bus charges		
4.	Books & stationery		
5.	Uniform (claimed for Ist time/2 nd time onwards)		
6.	Clothing		

Grand Total:

(Rupees _____ only)

1. Certified that the above charges/expenditure have been necessarily incurred by the student and he/she is not in receipt of any other concession scholarship from the school/college as well as from the State/Central Government.

2. Certified that the claim has been prepared strictly as per the rates and instructions laid down in Govt of India, Min of Def letter No. 6-1/2009/Edu. Concession/II/D(Res) dated 25 Oct 10.

3. Certified that amount claimed does not exceed the amount which has been actually incurred by the child during the period of claim.

4. Certified that the school/college is Govt/Govt aided/unaided but recognized by State/Central Govt (name of the state/UT) _____ vide Govt letter No. _____ dated _____.

Bank A/c details

A/c holder's name :

Bank name and address:

A/c No. :

Govt Treasury of bank:

Received payment

(Signature of Mother/Father
of the Child on revenue stamp)

Date :

Place:

COUNTERSIGNED

Certified that :-

- (a) Amount claimed above has actually been incurred by the student.
- (b) Rates of tuition fees, hostel charges (messing and administrative charges included), bus/rail fair charges etc claimed above are the actual charges as approved by the Competent Authority for the academic year _____ vide circular No. _____ dated _____.

Principal
(Name of school/college with rubber stamp of the Institute)

Office/Round stamp

PROCEDURE FOR SUBMISSION OF CLAIM- EDN SCHOLARSHIP

1. Reimbursement claims alongwith original receipts as authorized vide GOI, MOD letter No. 6-1/2009/Edu. Concession/II/D(Res) dated 25 Oct 10, duly countersigned by the Head of the Institute, alongwith office seal should be forwarded to CW-3/AG's Branch, Army Headquarters, South Block, New Delhi-11, on annual basis. The claim should be supported by other documents as given in check list.
2. In case of officers, Entitlement Card for Education scholarship should be obtained from AG/MP-5(b), Army HQ, New Delhi and for other ranks the same be obtained from the respective Record Offices.
3. In case of serving personnel the claim should be submitted through the unit whereas in case of retired eligible personnel, it should be sent directly to CW-3/AG's Branch, Army Headquarters, South Block, New Delhi-11, duly completed in all respects.
4. Proforma for Entitlement Card, check list and Contingent Bill are enclosed as Annexure I, II and III respectively.

PROFORMA

Annexure I

EDUCATIONAL SCHOLARSHIP – ENTITLEMENT CARD

(To children of Armed Forces personnel killed/disabled/missing in wars/CI operations)

The holder of this card Shri/Km _____
born on _____ is the son/daughter of Shri
_____ Rank _____ of Unit _____ Service
_____ Service No. _____ killed in action/permanently
disabled/missing on _____ during
_____ (Name of War/Operation)

Name of guardian _____

Address _____

The holder is eligible for all educational concessions sanctioned by Central Government for children of Armed Forces personnel killed, missing or permanently disabled in Wars/CI Operations.

Signature of the authorized Officer
Record Office Address:

Place :

Date :

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM

I hereby authorize PCDA New Delhi to release my payment against bills submitted, by electronic means in the A/C mentioned below henceforth.

Name of the Account holder	
Bank	
Branch	
Branch Address	
Bank Account No.	
Type of Account	
*MICR Code	
*IFSC Code	
Govt. Treasury of your Bank (where govt. transactions have been carried out)	
Contact Telephone No.	
Contact Mobile No.	

*Mandatory

Signature :

Name :

Date :

Counter Signed

Bank Manager