

**Sri Venkateswara College : Dhaula Kuan, New Delhi-110021**

(UNIVERSITY OF DELHI)

.....School/College.....  
(Name and location of the Institution)

Certified that Shri/Km..... Son/  
Daughter of Shri/Smt ..... Passed out from  
class ..... in ..... He/She has paid fees for the period  
from August/to ..... as per details given below:-

1. Annual Fees
2. Tuition Fees
3. Science Fees
4. Music Fees
5. ....
6. ....

Certified that Shri /Km .....  
S/o/D/o Shri/Smt. .... is at present a student of  
class ..... since ..... and had paid fees for the period  
from ..... to March ..... /July ..... as per  
details given below :

1. Annual Fees
2. Tuition Fees
3. Science Fees
4. Music Fees
5. ....
6. ....

Certified that this is a School/College run by Central Government/State Government/Union Territory/  
Administration/Municipal Corporation/Municipal Committee/Panchayat Samiti/Zilla Parishad.

Certified that this is a school/College recognised by the education authorities of .....

..... state/Union Territory Administration

Dated.....

Principal/Headmaster/Head Mistress  
(Stamp of the institution)

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**REIMBURSEMENT OF FEE**

Certified that the child/ Children mentioned below in respect of whom reimbursement of fee is claimed is wholly dependent upon me :-

Name of the child	Date of birth	School in which studying	Class in which studying	Monthly fee actually payable	Fee paid from July Feb. March to June	Amount of reimbursement Claimed

2. Certified that the fee indicated against the child/each of the children had actually been paid by vide certificate (S) from the institution (s) attached.
- 3 Certified that:
  - 1) My wife is not a Central Govt. Servant.
  - 2) My wife is a Central Govt. servant and her pay does not exceed Rs.3500/- but she will not claim re-imbursment of fee is/are in respect of our child / children.
4. Certified that during the period covered by this claim, the child/children attended the school (s) regularly and did not absent himself/herself themselves from the school (s) without proper leave period of exceeding one day.
5. Certified that I or my wife have not claimed and will not claimed the children's educational allowance in respect of the children mentioned above.
6. In the event of any change in the particulars given above which effect my eligibility for reimbursement of fees, I undertake to intimate the same promptly and also to refund excess payment, if any, made.

Signature of Govt. Servant  
NAME in Block Letters