



# NAVODAYA VIDYALAYA SAMITI

(An Autonomous Organization under Ministry of Education,  
Department of School Education and Literacy, Govt. of India)



CHILDREN'S EDUCATION ASSISTANT

# CHILDREN'S EDUCATION ASSISTANCE INCLUDES

- CHILDREN EDUCATION ALLOWANCE
- HOSTEL SUBSIDY

**NOTE:**

CEA CAME INTO FORCE WITH EFFECT FROM 01.03.1962 ON  
RECOMMENDATIONS OF SECOMD PAY COMMISSION.

# SCOPE / APPLICABLE TO

- ▶ All Central Govt. Servant without any pay limit
- ▶ State Govt. employees on deputation to Central Govt.
- ▶ Industrial Employees of Central Govt.
- ▶ Civilian Employees paid from Defense Estimates
- ▶ Govt. servant on deputation to State Government or foreign service (As per provision)
- ▶ Central Govt. Servant who are citizens of Nepal and Bhutan and employees of Govt. of India whose children are studying in native place. However, a certificate may be obtained from the concerned Indian mission that school is recognized by educational authority

# RECOGNIZED SCHOOL / INSTITUTION MEANS

- ▶ A Govt. School or any educational Institute whether in receipt of Govt. Aid or not, recognized by the Central or State Govt. or Union Territory Administration or by University or a recognized educational authority having jurisdiction over the area where the institute is situated.
- ▶ **Period/Year:**  
Means academic year i.e. 12 months of complete academic session.

# CONDITIONS

- ▶ The Child (**including step/adopted child**) wholly dependent on the Govt. Servant.
- ▶ The Child must study in a **recognized school** in regular or correspondence or distance learning.
- ▶ Eligible from classes I to XII and 2 classes prior to Class-I (**NURSERY/LKG/UKG**)
- ▶ Also eligible for 02 years diploma/certificate course from Polytechnic/ITI/Engineering college after class X, if not claimed for class XI & XII

# AGE LIMITS OF CHILDREN

- ▶ No minimum age limit of the children.
- ▶ Upper age limit 20 years for normal children and 22 years for disabled children or till the time of passing XII Class, whichever is earlier.

## **NOTE:**

The reimbursement of CEA and Hostel Subsidy will be done just once in a financial year after completion of the financial year.

# ENTITLED FOR NUMBER OF CHILDREN

- ▶ Maximum two eldest surviving children only.
- ▶ If second child birth is multiple (twins or more) they are also eligible.
- ▶ If first child birth is multiple (twins or more) they are eligible but not eligible for second birth.
- ▶ It is eligible for the first child born after failure of sterilization operation beyond two children.

Type of births	Eligible Children
😊A	A
😊A 😊B	A,B
😊A 😊B 😊C	A,B
😊😊AB 😊C 😊D	A,B
😊A 😊😊BC	A,B,C
😊A 😊😊😊BCD 😊E	A,B,C,D
😊😊😊ABC 😊D	A,B,C

# DOCUMENTS REQUIRED TO SUBMIT CLAIM (CEA)

- ▶ Certificate from school from where children studied during the previous year **OR**
- ▶ Self-attested copy of report card **OR**
- ▶ Self-attested fee receipts including e-receipts for the entire academic year.
  
- ▶ **RATE:**
  - ▶ Rs. 2250/- per child per month.
  - ▶ In case of PwBDs (divyang) child, Rs. 4500/- per child per month.



# HOSTEL SUBSIDY

- ▶ **Rate** - The expenditure on boarding and lodging or the ceiling of Rs.6750/- p.m. per child whichever is lower for maximum of two children.
- ▶ **Additional Conditions** -
  - ▶ Admissible if the Government servant is obliged to keep his children in the hostel of a residential school/institution located beyond a distance of 50 kilometers from his/her residence irrespective of any transfer liability.
  - ▶ Payable upto 10 + 2 stage in States and Union Territories where the pattern of 10+ 2+ 3 has been adopted and upto higher secondary and senior secondary stage in other States and Union Territories irrespective of the fact that the children study in a Kendriya Vidyalaya or any other recognized school.
- ▶ **Day-boarding Children:** Not eligible to draw hostel subsidy.

# HOSTEL SUBSIDY

- ▶ **If CEA is drawn** –Hostel subsidy is also admissible in respect of the child for whom Children's Educational Allowance is drawn, subject to above conditions.
- ▶ **Special concession for serving in North-East Region etc.** - Officers serving in North-East Region/Andaman and Nicobar Islands will be entitled to hostel subsidy without other restrictions in respect of their children who do not accompany them but put in hostels at the last station of posting or any other station.

# DOCUMENTS REQUIRED FOR REIMBURSEMENT OF HOSTEL SUBSIDY

- ▶ Certificate from school from where children studied during the previous year and will also mentioned the expenditure incurred by the Govt. Servant towards boarding & lodging

OR

- ▶ Self-attested copy of report card and the original fee receipt(s)/e-receipt(s) which should indicate the amount of expenditure

# SPECIAL PROVISIONS FOR DIVYANG CHILDREN

- ▶ Minimum disability 40%.
- ▶ In respect of divyang children, the reimbursement of children education allowance is admissible irrespective of whether the institute is recognized or not, if Divyaang children studying in an institute i.e. aided or approved by the Central/State Government or UT administration or whose fees are approved by any of this authority, the CEA.
- ▶ In case where Divyang child is not able to school, the reimbursement of CEA for availing education/special education at residence, shall be made at double the normal rates of CEA subject to production of payment receipted by teacher/instructor etc. and self-certification by the govt. servant for availing education of their child at his/her residence.

# SPECIAL CONDITIONS

- ▶ **In case of both the Spouses are Govt. Servant** - only one of them can avail reimbursement under CEA and Hostel Subsidy.
- ▶ **Fails in the same class**- the reimbursement of CEA and Hostel Subsidy shall be payable to a child who fails in a particular class. However, if the child is admitted in the same class, CEA shall not be admissible.
- ▶ **During Leave/Suspension, etc.** - the assistance will be admissible.
- ▶ **During Dies-Non** -the Government Servant shall not be eligible for the CEA/Hostel Subsidy for the period of dies-non.
- ▶ **Retirement/Resignation/Dismissal/Removal** - admissible till the academic year in which the event take place.
- ▶ **In case of death in service** - CEA/ Hostel Subsidy shall be payable to the children till such time the employee would have actually received the same, provided that spouse is not employed in Central/State Government/ Autonomous Bodies/PSU etc.

# DOUBTS AND CLARIFICATIONS

- ▶ **Whether Reimbursement of Children Education Allowance (CEA) for 3<sup>rd</sup> child is permissible if CEA has not been claimed for 1<sup>st</sup> or 2<sup>nd</sup> child? As per OM dated 2.9.2008 CEA is admissible for two school going children does it mean any two school going children?**

No. Reimbursement of CEA is not permissible for third child even if reimbursement has not been claimed in respect of first and/or second child. However, as per OM No.12011/03/2008- Estt.(AL) dated 11.11.2008, the Children Education Allowance would be admissible for more than two children where as a result of the second child birth results in birth of twins or multiple children. Further, reimbursement of CEA for the 3<sup>rd</sup> child is also admissible in case of failure of sterilization operation. Such reimbursement is admissible only for the first child birth after failure of sterilization operation. This point was further clarified vide O.M. No.12011/16/2009-Allowance) dated 13.11.2009.

# DOUBTS AND CLARIFICATIONS

## ▶ **Whether CEA can be claimed for the child for the same class twice?**

The reimbursement of CEA is not linked to the performance of the child in his class. Even if a child fails in a particular class, the reimbursement is permissible. However, if the child is admitted in the same class in another school, although the child has passed out of the same class in previous school or in the mid-session, CEA shall not be reimbursable.

## ▶ **Whether Hostel subsidy can be reimbursed if the child is staying in a Hostel which is not part of residential school where he is studying?**

No. Hostel subsidy is reimbursable only in case of child studying in a residential school and staying in hostel of the said residential school.

# DOUBTS AND CLARIFICATIONS

## ▶ **Whether Hostel subsidy is reimbursable irrespective of transfer liability?**

Hostel Subsidy is reimbursable to all Central Government Employees covered by the scheme, for keeping their ward in the Hostel of a residential school away from the station in which the employee is posted or residing irrespective of any transfer liability.

## ▶ **Whether Hostel subsidy can be reimbursed if the child is staying in a Hostel which is not part of residential school where he is studying?**

No. Hostel subsidy is reimbursable only in case of child studying in a residential school and staying in hostel of the said residential school.



# DOUBTS AND CLARIFICATIONS

- ▶ **Whether any age limit has been prescribed for reimbursement of CEA in respect of children studying in nursery classes?**

There is no minimum age prescribed for reimbursement of CEA in respect of children admitted in nursery classes. However, with regard to physically challenged children the minimum age of 5 (five) years was prescribed for disabled children undergoing non-formal/vocational education. With effect from 21' February, 2012, the minimum age stipulated as 5 years for disabled children stand removed. Hence, there is no minimum age of child for whom reimbursement is claimed irrespective of the fact whether the child is disabled or not. The maximum age for normal child is 20 years and for physically challenged children the maximum age is 22 years. O.M. No.12011/07(ii)/2011-Estt.(AL) dated 21.02.2012 refers.

# DOUBTS AND CLARIFICATIONS

## ▶ **Whether the school/institution should be recognized?**

The school/institution has to be recognized by the Central or State Government or UT administration or by University or a recognized educational authority having jurisdiction over the area where the institution is situated. This also applies in respect of children studying in two classes prior to Class-I, i.e., nursery/LKG/UKG, etc. OM No. 12011/03/ 2008-Estt.(AL) dated 23.11.2009.

## ▶ **The children borne out of second marriage or the children of second wife/husband in addition to children from first marriage.**

Reimbursement is allowed to only the two eldest surviving children of the Govt. Servant.

# DOUBTS AND CLARIFICATIONS

- ▶ **Whether CEA is payable for the children of Central Government employees and studying abroad, including children of citizens of Nepal/Bhutan but working in Government of India, and their children are studying in the schools in their native place?**

The CEA is payable for the children of all Central Government employees including citizens of Nepal and Bhutan, who are employees of Government of India, and whose children are studying in the native place. However, a certificate may be obtained from the concerned Indian Mission that the school is recognized by the educational authority having jurisdiction over the area where the institution is situated.

# DOUBTS AND CLARIFICATIONS

- ▶ **Whether reimbursement can be allowed in case the original receipts are misplaced and duplicate receipts are produced by the Government servant? Are the original receipts required to be attested/ countersigned/ rubber stamped by the school authorities?**

In case of misplacement of receipts given by the school/institution towards charges received from the parents/guardian, reimbursement may be allowed if the Government servant produces a duplicate receipt, duly authenticated by the school authorities. Receipts from private parties, other than the school, if misplaced shall not be entertained, even if a duplicate receipt is produced. Original receipts from school authorities need not be attested/ countersigned/rubber stamped by the school authorities. O.M. No.12011/07(i)/2011-Estt.(AL) dated 21.02.2012 refers.

# DOUBTS AND CLARIFICATIONS

- ▶ **Whether reimbursement of fee charged directly by the school for catering to the special needs of the child with disabilities duly certified by the concerned school authorities, in addition to items mentioned in para 1(e) of O.M. dated 2.9.2008, is permissible?**

Reimbursement of fee charged directly by the school for catering to the special needs of the child with disabilities duly certified by the concerned school authorities, in addition to items mentioned in para 1(e) of O.M. dated 2.9.2008, is allowed w.e.f. 21st February, 2012.



Presented by

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