

राष्ट्रीय आदिवासी छात्र शिक्षा समिति

(जनजातीय कार्य मंत्रालय के अंतर्गत
एक स्वायत्त संस्थान, भारत सरकार)
भू-तल, गेट नंबर-3ए, जीवन तारा बिल्डिंग,
संसद मार्ग, नई दिल्ली-110001
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National Education Society for Tribal Students

(An Autonomous Organization under
Ministry of Tribal Affairs, Govt. of India)
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No. NESTS/H-1/58/Policy/2024-25
E-Office No. 29003

Dated: 21.04.2025

NOTICE

Subject: Clarification on Admissibility of Children Education Allowance (CEA) and Hostel Subsidy.

This office has received several letters and emails from employees working in EMRS regarding the admissibility of Children Education Allowance (CEA) and Hostel Subsidy.

In this regard, it is hereby clarified that CEA and Hostel Subsidy are admissible to EMRS employees as per Government of India norms. The relevant rules and regulations are attached as **Annexure-A**. The prescribed format for claiming CEA is enclosed as **Annexure-B**.

For all staff **other than the Principal/Principal In-charge**, claims related to CEA and Hostel Subsidy will be processed at the **EMRS level**. For **Principals/Principal In-charges**, the cases will be dealt with at the **EMRS Society level**.

This notice is issued with the approval of the competent authority.

**-sd-
Joint Commissioner**

ANNEXURE - A

18. Children's Education Allowance

[Swamy's — Children's Educational Assistance]

1. General Conditions

Scope.— Applicable to all Central Government servants without any pay-limit including State Government servants on deputation to Central Government, industrial employees of Central Government and Civilian employees paid from Defence Estimates; also applicable to Government servants on deputation to State Governments or on foreign service, if provisions are made in the terms of deputation or foreign service.— Order 1.

"Child" means employee's child (including step/adopted child) wholly dependent on the Government servant.

Recognized School.— The assistance is admissible only if the children study in a recognized school. — Orders 1 and 7.

If both husband and wife employed.— If both are Central Government servants, assistance will be admissible to one of them only. If the husband or wife is employed outside the Central Government, the assistance is admissible only if that spouse is not entitled to the benefit from his/her employer and a declaration to that effect is furnished by the official. — Order 1.

During leave/suspension, etc.— Admissible while on duty or on leave (including extraordinary leave) or under suspension. Not admissible for the period treated as *dies non*. — Order 5 (vii).

Maximum limit.— The number of children for whom the CEA/Hostel Subsidy is drawn at a time should not exceed three in respect of children born up to 31-12-1987 and two in respect of children born thereafter. However, if the second child birth results in twins or multiple births, assistance shall be admissible to all the children. — Orders 1 and 5.

In case of failure of sterilization operation, the CEA / Hostel Subsidy is admissible to children born out of the first instance of such failure. — Order 1.

Children Education Allowance.—

1. (a) Children Education Allowance and Reimbursement of Tuition Fee which were hitherto payable separately will be merged and will henceforth be known as 'Children Education Allowance Scheme'.

(b) Under the Scheme of Children Education Allowance, reimbursement can be availed by Government servants for the two eldest surviving children only except when the number of children exceeds two due to second child birth resulting in multiple birth.

Reimbursement of Children Education Allowance is admissible for the first child born after failure of sterilization operation beyond two children.

(c) Reimbursement as indicated above will be applicable for expenditure on the education of school going children only i.e., for children from classes nursery to twelfth, including classes eleventh and twelfth held by junior colleges or schools affiliated to Universities or Boards of Education and two years Diploma course in Polytechnic.

(d) No minimum age for any child, including children with disabilities, for claiming reimbursement.

From the academic year 2023-24, CEA and Hostel Subsidy is admissible for children studying from three classes before class one to 12th standard irrespective of the nomenclature. — OM, dated 14-3-2024.

In respect of Schools /Institutions at nursery, primary and middle level not affiliated to any Board of Education, the reimbursement under the Scheme may be allowed for the children studying in a recognized School/Institution. Recognized School/ Institution in this regard means a Government school or any educational institution, whether in receipt of Government aid or not, recognized by the Central or State Government or Union Territory Administration or by University or a recognized educational authority having jurisdiction over the area where the Institution is situated.

Children Education Allowance/Hostel Subsidy for the initial two years of a diploma/certificate course from Polytechnic/ITI/Engineering College after passing 10th Standard is reimbursable subject to the condition that the Government servant has not been granted CEA/Hostel Subsidy in respect of the child for studies in 11th and 12th Standards.

(e) Henceforth, the reimbursement of Children Education Allowance 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 reimbursement of Children Education Allowance shall not be stopped.

(f) With effect from 1-1-2024, the amount for reimbursement of Children Education Allowance will be ₹ 2,812.50 per month (fixed) per child, irrespective of the actual expenses incurred by the Government servant. In order to claim reimbursement of CEA, the Government servant should produce a certificate issued by the Head of the Institution for the period/year for which claim has been preferred. The certificate should confirm that the child studied in the school during the previous academic year. In case such certificate cannot be obtained, self-attested copy of the report card or self-attested fee receipt(s) [including e-receipt(s)] confirming/indicating that the fee deposited for the entire academic year can be produced as a supporting

document to claim CEA. The period/year means academic year i.e. twelve months of complete academic session.

(g) Consequent upon enhancement of DA @ 50% with effect from 1-1-2024, the rates for Children Education Allowance and Hostel Subsidy are as under :—

Component	Rate
	From 1-1-2024
Children Education Allowance	2,812.50 p.m.
Hostel subsidy	8,437.50 p.m.

Whenever DA increases by 50%, CEA and Hostel subsidy shall increase by 25%. — Orders 1, 2 and OM, dated 25-4-2024.

(h) Both hostel subsidy and Children Education Allowance can be availed concurrently.

(i) Day-boarding children are not eligible to draw hostel subsidy.

(j) In the case of Government servant who ceases to be in service due to retirement, discharge, dismissal or removal from service, Children Education Allowance/Hostel Subsidy is payable till the end of academic year by the office in which the Government servant worked last.

(k) In the case of death of Government servant while in service, the Children Education Allowance/Hostel Subsidy is payable till such time the Government servant would have actually received the same subject to fulfilling of other conditions by the office in which the Government servant was working prior to death, provided the spouse of Government servant is not employed in the Central/State Government, Autonomous Body, PSU, Semi-Government Organization such as Municipality, Port Trust Authority or any organization partly or fully funded by the Government. — Order 1.

CEA claims for reimbursement should be submitted at the office / Department where the Government servant last served instead of submitting the claims to DoP&T in case of unfortunate demise of the employee. — OM, dated 25-8-2023.

(l) The age-limit for claiming Children Education Allowance for the children other than disabled children is 20 years or till the time of passing XII class, whichever is earlier.

(m) Children Education Allowance is also admissible for children studying through Correspondence or Distance Learning.

(n) Fees paid to organizations/institutions other than schools or private tutors are not reimbursable. Fees charged by the school directly from the student is only reimbursable.

2. (a) For physically/mentally handicapped children studying in any institution i.e., aided or approved by Central/State/UT or whose fees are approved by any of these authorities, CEA paid is reimbursable irrespective of whether the institution is recognized or not.

(b) In case where the *Divyaang* child is not able to attend school, reimbursement of CEA will be made for availing education / special education at residence, on production of payment receipt by teacher / instructor and self-certification by the Government servant.

— OM, dated 17-2-2023.

In such cases, the benefits will be admissible up to 22 years without any minimum age.

Fee charged directly by the School/Institution for catering to the special needs of child with disabilities duly certified by the school authorities is also reimbursable in addition to items mentioned in Para. 1 (e) of OM, dated 2-9-2008.

3. For *Divyaang* children, reimbursement will be at double the normal rates.

With effect from 1-1-2024, the annual ceiling for reimbursement of CEA for differently abled children is fixed to ₹ 67,500.

— Order 3 and OM, dated 25-4-2024.

4. The above rates would automatically raise by 25% every time the DA goes up by 50%.

5. In the case of spouse employed/earning, the Government servant has to furnish an undertaking that reimbursement of CEA has not been claimed in respect of the child by any person other than the claimant.

6. Reimbursement will be done once a year, after completion of the financial year.

— Order 2.

2. Hostel Subsidy

Admissible.— Hostel Subsidy is reimbursable to the Government servant for keeping his/her children in the Hostel of a residential school away from the station he/she is posted/or is residing irrespective of any transfer liability.

— Orders 8 and 14.

Hostel Subsidy means expenses incurred by the Government servant if he/she keeps his/her children in a hostel of a residential school/institution located beyond a distance of 50 kilometres from his/her residence.

— Order 14.

Rate.— The amount of ceiling of Hostel Subsidy is ₹ 8,437.50 p.m. (fixed) from 1-1-2024. In order to claim reimbursement of Hostel Subsidy for an academic year, a similar certificate from the Head of Institution confirming that the child studied in the school will suffice, with additional requirement

that the certificate should mention the amount of expenditure incurred by the Government servant towards lodging and boarding in the residential complex. In case such certificate cannot be obtained, self-attested copy of the report card and original fee receipt(s)/e-receipt(s) which should indicate the amount of expenditure incurred by the Government servant towards lodging and boarding in the residential complex can be produced for claiming Hostel Subsidy. The expenditure on boarding and lodging or the ceiling of ₹ 6,750 as mentioned above, whichever is lower, shall be paid to the employee as Hostel Subsidy. With effect from 1-1-2024, the reimbursement of Hostel Subsidy shall be ₹ 8,437.50 p.m. (fixed), irrespective of actual expenses incurred by the employee. The period/year will mean academic year i.e., twelve months of complete academic session.

— Order 1 and OM, dated 25-4-2024.

Payable up to 10 *plus* 2 stage, where the pattern of 10 + 2 + 3 exists and up to Higher Secondary/Senior Secondary stage in other places, whether the children study in Kendriya Vidyalaya or any other recognized school.

— Order 1.

Admissible.— For a child to whom Children's Education Assistance is drawn.

— Order 1.

3. Journey fare for children studying at outstations

Scope.— Applicable to all Central Government Civilian employees, State Government employees on deputation to Central Government, Industrial/Work-charged employees on regular establishment posted in India. Not applicable to persons employed in Railways, Armed Forces, India Based Staff serving in Missions abroad, and part-time/contingent employees.

Admissible.— To legitimate children/stepchildren/adopted children, who are studying in a recognized educational institution at a place in India away from the residence of the Government servant or his family. Not admissible if the children reside at the same place as the family is residing.

Entitlement.— Once in a calendar year during vacation declared by the institution in which the child is studying for journeys from the place of study to the employee's headquarters and back. The concession is not admissible if the child does not return to the institution after the vacation.

Concession.— Reimbursement of the fare by rail restricted to Second Class fare at student's concessional rate from the Railway Station nearest to the place where the child is studying, to the Railway Station nearest to the employee's headquarters by the shortest route and back. If these stations are not connected by rail, the reimbursement will be restricted to the fare for journey by ordinary bus/lowest class by ship/steamer.

When both husband and wife are Central Government servants.— Only one of them is eligible for the concession.

During transfer.— The Government servant may either avail of the concession under this scheme or claim for the children the T.A. admissible on transfer for outward journey. If the concession under this scheme is availed, a certificate to the effect that no T.A. claim will be preferred for the same child in his Transfer T.A. bill should be furnished by the Government servant.

Time-limit.— The claim should be preferred in the prescribed form within three months of the completion of the return journey along with the required certificate from the educational institution concerned. Otherwise, the claim will be forfeited.

— Section 4, Order 1.

FREQUENTLY ASKED QUESTIONS

1. *Can CEA or hostel subsidy be claimed for a third child if not claimed for first or second child? Elaborate the cases when CEA can be claimed for a third child.*

No. CEA or hostel subsidy cannot be claimed for a third child even if the same was not claimed for the first or second child because CEA is admissible for the two eldest surviving children only.

Claim will be admissible for a third child if the second childbirth resulted in multiple birth or in cases of failure of sterilization operation.

2. *Can CEA be claimed for the same class twice?*

CEA can be claimed for the same class twice only when the child fails in a particular class. If the child is admitted to the same class due to other reasons, CEA cannot be claimed twice for the same class.

3. *A Government servant's wilful absence for 10 days was treated as dies non. How will the period of dies non impact his claim for CEA?*

For any period which is treated as 'dies non', the Government servant is not eligible for allowance / reimbursement / subsidy.

4. *Can a Government servant claim CEA for children studying through 'correspondence or distance learning'?*

Yes.

5. *When will reimbursement be made and what are the maximum limits for CEA and Hostel Subsidy per year?*

Reimbursement will be made once in a financial year. The limits for CEA is ₹ 33,750 and Hostel Subsidy is ₹ 1,01,250 and will be automatically raised by 25% every time DA goes up to 50%.

ANNEXURE - B

PROFORMA FOR REIMBURSEMENT OF CHILDREN EDUCATION ALLOWANCE / HOSTEL SUBSIDY

ORDER NO. A-27012/02/2017-Essl. (AL) DATED-16/08/2017.

I hereby apply for the reimbursement of Children Education Allowance for my child / children for the financial year _____. The relevant particulars are furnished below:-

1. Name of the Employee :
2. Designation :
3. I.D No- :
4. Name of Spouse :
5. If spouse is employed, State whether in :
Central Govt., PSU, State Govt. (give details)

6. Details of all the children of the employee:

Sl No	Sequence	Name	Date of Birth	Age
i.	1 st Child			
ii.	2 nd Child			
iii.	3 rd Child			

7. Details of children for whom CEA/Hostel Subsidy claimed:

Sl No	Sequence	Name	Date of Birth	Age
i.				
ii.				

8. Academic year, Name of School/Residential School and Class in which children studied:

1 st Child	2 nd Child

P.T.O

Page-2

9. Distance of Hostel of child from residence of employee (in case Hostel subsidy is claimed): _____

10. The Academic year for which CEA / Hostel Subsidy is applied for: _____

(Indicating the amount already drawn)

11. (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:

(c) Date of disability certificate:

(d) Indicate the percentage of disability:

12. Whether the Bonafide certificate from Head of Institution has been attached: Yes/No.

13. For Hostel Subsidy, whether the certificate mentioning the amount is attached: Yes/No

14. If Yes at Item No. 13, Amount claimed for Hostel Subsidy: _____

15. (i) Certified that the fee / amount indicated above has actually been paid by me.

(ii) Certified that my wife/husband is/is not a Central Government Servant.

(iii) Certified that my husband/wife Sri/Smt.: is presently working as in and that he/she shall not apply/has not applied for the Children Education Allowance for the child mentioned above.

(iv) Certified that I or my wife/husband has not claimed this re-imbursement from any other source and will not claim the same in future.

The informations 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 affecting 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 are found to be false, I am liable for disciplinary action.

Place:

Signature:

Date:

Name:

Designation:

Employee I.D. No:

GPF / PRAN NO:

S.B.A/C NO:

भारत सरकार द्वारा प्राधिकृत / Authority vide Government of India
कार्मिक मंत्रालय, पी जी एवं पेंशन विभाग कार्मिक एवं प्रशिक्षण विभाग पेंशन एवं पी जी नई दिल्ली
Ministry of Personnel, P.G. and Pensions Departments of Personnel & Training, New Delhi,
आदेश संख्या .ए-27012/02/2017-स्था(एल) 16 अगस्त, 2017
Order No.A-27012/02/2017-Estt.(AL) 16 August, 2017
(यह आदेश जुलाई 1, 2017 से प्रभावी होगा)
This order shall be effective from 1ST July . 2017

संस्थान एवं विधालय के प्रमुख द्वारा प्रमाण-पत्र (सं.शि.भ के प्रतिपूर्ति के लिए)
CERTIFICATE FROM THE HEAD OF HEAD OF INSTITUTION/SCHOOL (FOR REIBRUSMENT OF CEA)

संदर्भ सं/Ref No.

दिनांक/Date :

यह प्रमाणित किया जाता है कि श्री/कुमारी.....प्रवेश
सं.....जन्म तारीख.....पुत्र/पुत्रीश्री/श्रीमती.....कक्षा
मेंअनुभाग.....क्रमांक सं..... पिछले शैक्षणिक वर्षसे विधालय
/ संस्थान..... संबंधित पंजीकृत सं/कोड.....एवं पाठ्यक्रम
का माध्यम.....में अध्ययनरत था ।

It is certified that master/kumari.....having Admission
No.....D.O.B.....Son/Daughter of Mr/Mrs.....was
studying in class.....sec.....Roll No.....during the previous
academic year from.....to.....School/Institution, namely..... vide
affiliation regd.No./Code.....and pattern.....curriculum.

स्थान/Place -

दिनांक/Date -

प्रधानाचार्य का हस्ताक्षर
Signature of Principal
(विधालय का मुहर लगाएँ)
(Affix School Stamp)