



Ref. No. MANUU/Admn & Gov/F-104/2016-17/264

18th October, 2016

CIRCULAR

Sub: Submission of Children Education Allowance Bills between 01st April to 31st August, every year– Reg.

Ref: Vice-Chancellor's approval dated: 23rd September, 2016.

All the Teaching & Non-teaching staff of MANUU are hereby informed that the bills for claim of the Children Education Allowance for reimbursement of fee be submitted to Administration & Governance Section between **01st April to 31st August** of every financial year. After the above said date the **Children Education Allowance** bills will not be processed.

By Order


Assistant Registrar

To

All Deans of Schools of Studies
All Heads of Departments (Teaching)/ Centres / DDE
All Sections Heads / Incharge (Non-Teaching)
All Heads / Incharge of Regional Centres, Sub-Centres,
CTEs, ITI / Polytechnics, Model Schools, etc.

To please note the same and bring to the notice of their staff

Copy to:

1. Office of the Vice-Chancellor / Registrar / Finance Officer.
2. Director, CIT for uploading on university website.
3. Concerned file