

Declared Family annual income for waiver of tuition fee and Interest subvention on Education Loan for Students' of IITs

Interested students of GE/OBC category can avail the waiver of tuition fee and Interest subvention on Education Loan by declaring the family annual income through ERP and submitting the same in Academic Section (UG)

1. Tuition fee waiver for GE and OBC students

As mentioned in table-2 Sl No. 4 interested students of GE/OBC category can avail the waiver of tuition fee by declaring the family annual income through ERP

The documents are required (as mention in section 1.1) to be uploaded in ERP and original / attested copy should be submitted to the academic section (UG) for verification. After the verification, payment link will be opened for those students who have applied for waiver of tuition fee.

For the admission year 2016-17 the important dates are as below:

1	Last date for application through ERP and uploading of document:	12th August 2016
2	Last date for submitting original /attested copy of the relevant document in academic section (UG): 3 rd Floor of Institute Main Building	16th August 2016
3	Verification of family income document by Academic Section (UG)	31st August 2016
4	Last date of Fee payment	10th September 2016

To avail the same in the subsequent academic year's student must declare the annual family income of the respective financial year and up load the document in ERP and submit the original/ attested copy of the document in Academic Section (UG). The last date of the declaration will be announced every academic year.

2. Interest subvention on Education Loan for Students' of IITs

Government of India has decided to provide interest subvention on the education loans, for all students admitted to IITs for 4 years Undergraduate and the 5 year Integrated Degree programmes, covering the period of the study plus one (1) year moratorium (not exceeding 5 years in total). This scheme will be effective from the Academic Year 2016-17.

The facility shall be made available to all the students whose household income does not exceed Rs. 9 Lakhs per annum.

Documents for Tuition fee waiver and Interest subvention on Education Loan for GE and OBC students

A. For Salaried Class (Guardian's who are in service either Govt. or Private)

- a) Annual Salary certificate for the immediate previous financial year in prescribed Form-A given in Annexure-IIA duly sealed/stamped by the Salary Distributing Officer. (If both of the parents are either in Government service or in Private Service, Annual Salary Certificates of both of the parents to be produced).
- b) Attested copy of Form-16 to be issued by employer along with ITR duly acknowledged by concerned income office for immediate previous financial year. Low income group of salaried class, who need not submit IT Form 16/ITR, they have to submit an attested copy of Income certificate from concerned competent Authorities like SDO / BDO /MRO /TAHASILDAR/ Chairman /Executive Officer of Municipal Corporation instead of ITR and Form 16.

B. For Non-Salaried Class (Guardians who are not in Service such as Businessmen, Agriculture (Farmer)/ Legal / Medical Practitioners/ Consultants, Private Tutors, Retired without Pension/Contractors /Self-employed persons, Agency, etc.)

Attested copy of annual family income certificate from concerned competent authorities like SDO /BDO /MRO /TAHASILDAR / Chairman/ Executive Officer of Municipal Corporation. ***Income Certificate issued by, other than the officers as started above, will not be accepted.***

C. For Pensioners / Family Pensioners:

- a) Annual Pension Payment Certificate for the immediate previous financial year in prescribed Form 'C' given in the Annexure-IIB to be issued by the Pension Distributing Officer.
- b) Copy of PPO, Superannuating/Retirement/Termination letter and attested copies of IT documents, if any, (such as ITR Form/ Form 16, IT return, for the immediate previous financial, if applicable).

FORM – A**ANNUAL SALARY (INCOME) CERTIFICATE FOR THOSE PARENTS / GUARDIANS WHO ARE IN SERVICE (Govt or Pvt.)****PART – I** : **Income from Salary** (From Employer)

1. Name and Address of the Employer :
2. Certified that _____ is employed in this organisation in the Post of _____, (Designation held by the employee) and that the break-up of his Gross Annual Income from Salary received in the financial year _____ is as follows :

<u>ITEM</u>	<u>TOTAL Amount for 12 months</u>
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- | | |
|-------------------------------------|---------|
| i) Basic Pay | : |
| ii) D/Pay | : |
| iii) DA/ADA/Relief | : |
| iv) H. R.A. | : |
| v) Special Pay & Honorarium, Bonus, | : |
| Arrears, etc., if any | |
| vi) Other Allowances, if any | : |
| | : ----- |

TOTAL = Rs.

Employer's Signature:

Designation :

Date :

(Official Seal)

N.B.: 1) All the entries as stated in Column 2 above must be supported by attested copy of IT Form 16 for the corresponding financial year of Annual Salary Certificate along with relevant ITR, if any.

2) Guardians who need not submit IT Form 16/ ITR due to their Low annual Income (Govt. or Pvt. Service), they must have to submit the following additional documents (instead of IT Form 16) along with Annual Salary Certificate as per Form 'A' – Annexure-IIA above :

(i) a certificate from Employer/Salary disbursing officer stating that their annual income is Not Taxable and they need not produce IT Form 16 and

(ii) an Annual Income Certificate for 2015-16 from District Authority like S.D.O./B.D.O./Tahalsidar/Anchal Officer, Executive Officer of Municipal corporation/ Gram Panchayet Pradhan etc. as stated in Col.2 (b) of Annexure-I : Submission of these documents as stated above in Col : 2 (i) & (ii), alongwith annual Salary Certificate in prescribed Form 'A' (Annexure-II), is mandatory for the guardians' having low salaried Income group / Private Job, who could not submit Income Tax documents/ ITR.

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PART – II : Income from other sources**DECLARATION BY THE PARENTS / GUARDIAN OF THE STUDENT**

I declare that my/my family's Annual Income from other sources during the financial year _____ was as follows in addition to my Salary Income:

Income from:

- a) Landed Properties (Certificate from _____ : Rs.
Tahsilder/Gram Panchayat)
- b) Agriculture : Rs.
- c) Investment in Bank/Post Office/Unit Trust etc. : Rs.
- d) Share Certificates/Debentures : Rs.
- e) Other sources : Rs.

Total = Rs.

Plus Total of Salary Income as stated in item No.2 of Part-I Rs.

(Pl. see pre-page)

Gross Annual Income = Rs. _____

Further I declare that the information given above are true. I understand that the Concessional Tuition Fees already availed by my son/ daughter on the basis of my above family income certificate, is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology, Kharagpur, without assigning any reason, if in the event of any information in this declaration and also in the relevant family income certificate being proved incorrect/ false later on.

Date : Signature of the Parents /Guardian :

Full Name :

Address with Pin Code :

Phone No., if any :

FORM – C**(FOR PENSIONER/FAMILY PENSIONER ONLY)**

(PENSION / INCOME CERTIFICATE (FROM EX-EMPLOYER)/ FOR THOSE PARENTS/ GUARDIANS WHO ARE PENSIONER (RETIRED FROM SERVICE OR THEIR WIVES ARE GETTING FAMILY PENSION)

PART – I : Income from Pension / Family Pension

1. Name and address of the Ex-Employer :
with P.P.O. No. :
2. Certified that _____ was employed in this Organisation/superannuated from in the capacity of _____ (post held by the retired employee) and that the break-up of his/her Annual Income from Pension /Family Pension received in the financial year_____ is as follows :

<u>ITEM</u>	<u>TOTAL Amount for 12 months</u>
i) Basic Pension/F. Pension	: Rs.
ii) Dearness Relief	: Rs.
iii) Other Allowances, Arrears, if any	: Rs. _____
Total	: Rs. _____

Signature of Ex-Employer/Pension
Disbursing Authority: _____

Designation: _____

Date :

(Official Stamp)

Contd...2

PART – II : INCOME FROM OTHER SOURCES**DECLARATION BY THE PARENTS/GUARDIAN**

I declare that my/my family's Annual Income from other sources during the Financial Year _____ was as follows in addition to my pension income:

Income from :

- a) Landed Properties (Certificate from _____ : Rs. _____
Tahsilder/Gram Panchayat)
- b) Agriculture : Rs. _____
- c) Investment in Bank/Post Office/Unit Trust etc. : Rs. _____
- d) Share Certificates/Debentures : Rs. _____
- e) Other sources : Rs. _____

Total = Rs. _____

Plus Total of Pension Income as stated in item No.2) (i to v) of Part-I Rs. _____
(Pl. see pre-page)

Gross Annual Income = Rs. _____

Further I declare that the information given above are true. I understand that the Concessional Tuition Fees already availed by my son/ daughter on the basis of my above family income certificate, is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology, Kharagpur, without assigning any reason, if in the event of any information in this declaration and also in the relevant family income certificate being proved incorrect/ false later on.

Date: _____ Signature of the Parents/Guardian : _____

Full Name : _____

Address with Pin Code : _____

Phone No: _____

N.B.: Those Pensioners who need not to file Income Tax Return (ITR) due to Low Annual Pension/Income, they must have to submit an Income & Non-Employment Certificate for 2015-16 from local District Authorities like S.D.O. / B.D.O. /M.R.O./ TAHASILDER, Anchal Officer, Chairman/Executive Officer of Municipal Corporation etc. as applicable along with Annual Pension Certificate duly filled in as per above stated format (Form-C, Annexure- IIB).