



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला
NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA
Barjala, Jirania, Agartala – 799046 (Tripura)

Annual Family Income for Tuition fee remission and for various income related benefits:

1. The link for uploading family income document **for the academic session 2024-25** will be available in the MIS portal of Institute.
2. All students who are interested to avail tuition fee remission linked to family income, must submit their family income documents as per the mentioned guidelines.
3. Students must upload an Annual Family Income Certificate as per **Annexure – I** along with an **affidavit as per Annexure – II**.
4. The Issuing authority of Family Income Document and Certificate must be a local District Authority like S.D.O./B.D.O./Tahasildar/Mandal Revenue Officer (MRO), etc. State-wise list of Issuing authority is listed in **Annexure–III**, for reference.
5. **The Annual Family Income Certificate must be issued on or after 01/04/2024.**
6. **All income documents should be issued for the Financial Year 2023-24.**
7. **In all documents, the financial year 2023-24 should be clearly mentioned.**
8. Form-16 /^w ITR / Annual Pension Certificate of Both Parents can also be uploaded as supporting documents to family income document with INCOME AFFIDAVIT as per Annexure –II.
9. In the event of non-submission of the income documents as mentioned above, within the notified date, the student will be required to pay full tuition fee.
10. **Candidates not eligible for tuition fee waiver and remission, are required to pay the Balance Institute Fee.**

Note: Candidates of B.Tech belonging to ST, SC & PwD categories and candidates having Annual Family Income above INR 5 lakhs are not required to submit Income certificate and affidavit.

(Round Stamp of Office of Issuing Authority)

FAMILY INCOME CERTIFICATE FOR FINANCIAL YEAR-2023-24
(Valid for Academic Year 2024-25)

This is to certify that Mr. /Mrs. (Father/Mother/Guardian).....
Father/Mother/Guardian of(Student name) is a
resident of Village/ Town.....P.O.
.....P.S.....Mouja/Taluk.....
....., District His/her **Annual Family Income**
from all sources is Rs..... (Rupees.....in
words).

Income from:

<u>Relation</u>	<u>Profession</u>	<u>Amount</u>
1. Father's Income	:	Rs
2. Mother's Income	:	Rs
3. Guardian's Income	:	Rs
4. Other sources	:	Rs
	Gross Total Income	Rs

This Certificate is issued for the financial year 2023-24.

Date:

.....
Signature of issuing authority
with Seal

Name of Issuing Authority:

Designation:

****The Income Certificate should be issued by the local District Authorities like S.D.O./B.D.O./ Mondal Revenue Officer (M.R.O.)/ Tehsildar, as listed in Annexure - III.**

FORMAT OF INCOME AFFIDAVIT

(To be submitted on Non-Judicial Stamp paper of Rs. 50/- and sworn in before a First Class Magistrate/ Notary Public)

I, Sri/ Smt. _____ a resident of _____ solemnly declare as under:

1. My son/ daughter Mr./ Miss _____ is currently studying at the National Institute of Technology, Agartala, in 4- year B. Tech./ 5-Year Dual Degree (BS-MS/ BT-MT) course in the Branch of _____, provisionally admitted through JoSAA/ CSAB- 2024.
2. That, my son/ daughter _____, JEE(Mains) Application no. _____ is claiming remission in Tuition Fee against the Income Certificate bearing No _____ dated _____ submitted by me, issued by the _____ Government of _____.
3. He/ She is an applicant for the Tuition Fee Remission for the **Academic Year 2024-25**.
4. I declare that my spouse is employed/ not employed and that the Annual Income of my family in the **Financial Year 2023-24**, i.e., during the period from 1st April, 2023 to 31st March, 2024 was as mentioned hereunder (Supported by document) :

(I) From my own profession as indicated:

- a. Income from Business/Medical practice
Legal Practice/ Engineering Consultancy etc. Rs. _____ p.a.
- b. Income from Agriculture Rs. _____ p.a.
- c. Income from Landed Properties Rs. _____ p.a.
- d. Income from Investment in Bank/Post Office etc. Rs. _____ p.a.
- e. Income from Share Certificates/Debentures Rs. _____ p.a.
- f. Income from any other sources (i.e. Retirement Benefits for VRS/VSS etc., if any
Rs. _____ p.a.

(II) Income of my wife/spouse's (if any) Rs. _____ p.a.
(if employed, Business/Pensioner then Salary / Income / Pension Certificate as applicable as per wife's/ spouse's occupational status, to be enclosed with attested copies of Income Tax Documents, if applicable as stated in the Annexure – II "List of documents to be submitted"

(III) Income in the name of my son /ward (if any).

GROSS TOTAL INCOME (I+II+III): Rs. _____ p.a.

**'Nil' to be mentioned whichever is not applicable.

Further I declare that:-

1. That, I hereby solemnly aware and undertake that the above submitted Income Certificate and information above is true and correct as per the norms of Government of India. I am fully aware that in case any of information and documents furnished by me related to fee remission is/ are found untrue/false at any point of time, I will pay the full Tuition Fees with penalty as imposed by the Institute for my ward. I am also aware that in case of untrue/false Income Certificate, the Institute can take any disciplinary action against me and my ward and that shall be acceptable to me.
2. That, the said affidavit is true to the best of my knowledge and no facts have been hidden in it and not written untrue. I hereby, understand that in case any information regarding Annual Family Income submitted by me found to be false or there is alteration/ misrepresentation of any facts, criminal case can be registered against me under the Indian Penal Code Section 177, 197, 198, 199, 200 and 420 and I am aware that, if found guilty, I can be punished with imprisonment for term of 3 to 7 years and fine.

(Signature of Father/Mother)

Sworn before me this _____ day of _____ 202_____ and signed.

(SEAL)

Signature of First Class Magistrate /Notary Public

ANNEXURE-III

INCOME CERTIFICATE ISSUING AUTHORITY IN VARIOUS STATES/UNION TERRITORIES

SL. NO	State/Union Territory	Income Certificate Issuing Authority.
1	Andaman & Nicobar	Tahsildar
2	Andhra Pradesh	Tahsildar
3	Arunachal Pradesh	Deputy commissioner of respective Districts
4	Assam	Revenue Circle Officers
5	Bihar	Circle Officer of Circle Office
6	Chandigarh	Sub Divisional Magistrates
7	Chattisgarh	Naib Tahsildar.
8	Daman & Diu & Dadra & Nagar Haveli	Mamlatdar,
9	Delhi	SDM of Govt of NCT of Delhi
10	Goa	Mamlatdar of all Talukas
11	Gujarat	District Collector/Depurt Collector/Asst. Collector/Prant Officer/Mamlatdar
12	Haryana	CRO(Tehsildar/Naib Tehsildar concerned)
13	HimachalPradesh	Tahsildar of Revenue Department
14	Jammu&Kashmir	Sub Divisional Magistrate(not below the rank of Tahsildar)
15	Jharkhand	Sub Divisional Officer in each District
16	Karnataka	Tahsildar
17	Kerala	VillageOfficers
18	Lakshadweep	Deputy Collectors in Agatti and Minicoy and SDOs in the remaining Islands

19	MadhyaPradesh	Tahsildars/Naib Tahsildar
20	Maharashtra	Tahsildar
21	Manipur	District Authorities i.c. DC/ADC/SDO(not below the rank of SDO/SDM
22	Meghalaya	Employer in case of Govt. employee and by the MP/MLA/DC/SDO Civil in case of others.
23	Mizoram	District Magistrate or any other officers authorized by District Magistrate
24	Nagaland	Dy. Commissioners, Addl. Dy. Commissioners and Sub-Divisional Officers(C)
25	Odisha	Revenue Officers
26	Punjab	CRO(Tahsildar/Naib Tahsildar concerned)
27	Pondicher	Tahsildar, Deputy Tahsildar
28	Rajasthan	Tahsildar
29	Sikkim	Special Executive Magistrate(Block Development Officers, Rural Management & Development Deptt.)
30	TamilNadu	Zonal Deputy Tahsildar
31	Tripura	District Magistrate & Collector and SDM , DCM, DC (Competent Authority as per Govt. Notification)
32	UttarPradesh	Tahsildar
33	Uttaranchal	Tahsildar/SDM/City Magistrate

34	WestBengal	<ol style="list-style-type: none"> 1. Dist. Magistrate or-District Level Addl. Dist. Magistrate 2. Sub-Divisional Officer-Sub Divisional Level Of the concerned 3. Block Development officer-Block Level Of the concerned Blocks 4. The Collector, Kolkata-Kolkata Municipal Corporation. 5. The Collector, Kolkata-Student residing within civil Jurisdiction of Hon'ble High Court, Kolkata 6. Other areas covered in Kolkata Police are concerned i.e. areas over which Collector, Kolkata does not exercise jurisdiction- Concerned District Magistrate or any other Officer authorized by the District Magistrate of the respective district i.e. South 24 Paraganas and North 24 Paraganas.
35	For All other remaining states and Union Territories	Not below the rank of Tahsildar/Competent Authority as per Govt. Notification