

No. Acs./Income/Fees/2020-21/2378
03/07/2021

NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119

No.Acs./Income/Fees/2020-21/ 199

Dated: 02.07.2021

NOTIFICATION

Subject: General conditions for submission of Income Certificate by the students of B. Tech. Degree Courses.

For remission of the full/2/3rd fees on the basis of instructions issued by the MHRD vide letter No. F.33-4/2014-TS.III dated 24.6.2016; the income certificate of the family is required. Therefore, the students submit the Income Certificate for the purpose as per the conditions envisaged in the Business Rules under JoSSA. **As per JoSSA Business Rules, the family income shall include income from all sources i.e. salary, agriculture, business, professional etc. and it will be income for the financial year prior to the year of admission. The certificate should be dated on or after April 01 of current financial year.**

On the basis of above instructions, the income certificate fulfilling the following conditions will be accepted for the remission of fees:-

1. The Income Certificate must contain the gross annual income of the family from all sources pertaining to income of previous financial year.
2. The Income Certificate must be in the name of the Head of the family i.e. father and if father is not alive, it must be in the name of next immediate head of family i.e. mother. In case the parents are not alive, the income certificate must be in the name of legal guardian.
3. The Income Certificate must have been issued on or after 1st April of the current financial year, except where income certificates are prepared for a validity of more than 01(one) year and it must be issued by the competent revenue authority, but not below the rank of Tehsildar/Naib Tehsildar/Anchal Adhikari in the States/UTs as per the instructions issued by the JoSSA. EWS certificates are not acceptable.
4. The income certificate issued through online mode, will be accepted if this is issued by the competent revenue authorities of the concerned States/UTs.
5. Some States/UTs are issuing manual Income Certificate which will be accepted if this certificate is issued with proper signatures of competent revenue authority but not below the rank of Tehsildar/ Naib Tehsildar/Anchal Adhikari and are duly stamped and dated. The offline income certificate format is available on Institute website under 'Students services'.

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6. The Income Certificate countersigned by the Rajasthan Revenue Authorities on notarized self declaration by the candidate is acceptable.
7. Fresh Income Certificate will be accepted at the time of admission/registration in Odd Semester of every financial year only as the income of family is considered on annual basis.
8. No income certificate will be accepted in the Even Semester.
9. The students who do not submit valid income certificate will have to deposit full fees at the time of new admission in odd semester (1st Semester). However, the fee will be waived off if valid certificate is produced by the end of September month, but it should be duly approved by the competent authority i.e. Dean (Academics).
10. If the valid certificate is not submitted by the students, then full fee will have to be deposited in the Even Semester (2nd semester) also. Such students will be at liberty to submit fresh valid Income Certificate at the time of registration of odd semester (3rd semester) of next academic year for getting fee waiver. However, the fees deposited in the previous year (1st and 2nd semester) will not be adjusted in the subsequent semesters.
11. The validity of the Income Certificate in the 3rd, 5th & 7th semester respectively (odd semesters of subsequent years) will be checked and approved by the Head of Accounts Section.

Therefore, all the students of B. Tech. Degree Courses are advised to submit the Income Certificate keeping in view the above conditions accordingly.

This issues with the approval of competent authority.

Plz. upload on the institute website.

[Signature]
Professor-in-Charge (Accounts)

Copy to:

1. Dean (Academics)
2. Professor-in-Charge (Academic Affairs)
3. Deputy Registrar (Academics)
4. Assistant Registrar (Accounts).
5. Assistant Registrar to Director for kind information of Director
6. Sr. PS to Registrar for kind information of Registrar
7. *HOD of all department.*

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