राष्ट्रीय प्रौद्योगिकी संस्थान वरंगल
वरंगल-506004, तेलंगाना-भारत
NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL
WARANGAL-506004-TELANGANA-INDIA
(An Institute of National Importance under the Ministry of Education, Govt. of India)

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ACADEMIC SECTION

No. Acad/Admissions-2025/ UG/ Dated: 25.03.2025

Revised Guidelines on Tuition Fee Remission for UG (B. Tech & BSc B. Ed) Students

The Institute is offering a tuition fee remission for candidates who have been provisionally admitted to the UG (B. Tech & B.Sc. B. Ed) programs through JOSAA/CSAB and ITEP, excluding the 5-year Integrated M.Sc. program. This remission is applicable to **GENERAL, EWS and OBC category candidates only** after they complete the physical reporting process followed by admission. The fee remission is categorized under into two categories based on family income:

1. **Family Income below ₹1,00,000** (up to ₹99,999)
2. **Family Income between ₹1,00,000 and ₹5,00,000**

The following guidelines, approved by the competent authorities, will be applicable from the **2025-2026 academic year** to all B.Tech & BSc B.Ed students, including those from the **2024-2025**, **2023-2024**, and **2022-2023** batches. Further, the revised guidelines are applicable for the backlog/year-back students also. The fee remission application will be processed through the Institute's ERP SMILE portal.

Revised Guidelines:

1. All the students are required to pay the Tuition fee at the time of admissions/registrations, irrespective of their family income.
2. After completing the admissions/registration, the eligible students need to apply in an appropriate format, along with the applicable documents for fee remission.
3. All such applications will be scrutinized by a duly constituted committee which may engage the assistance of a third party for verification of some of the documents submitted by the students for fee remission and based on the recommendations of the committee, applicable fee will be refunded to the eligible candidates.
4. Gross Family Income will be considered during the document scrutiny.

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Warangal.- 506 004 (T.G.)

5. Students are requested to go through the entire document given below and identify the required documents required for submitting the application for fee waiver.
6. Applications without the requisite documents will be summarily rejected.
7. Any submission of falsified information by a student shall be considered a grave breach of integrity, resulting in the immediate revocation of admission. Furthermore, the institute reserves the right to initiate legal action to recover any losses incurred as a consequence of such fraudulent submissions.
8. The Income certificate must be issued with the student parent name and Aadhaar number

Mandatory documents for Fee Remission Application to upload in the SMILE ERP Portal

1. **A valid income certificate issued on or after April 1, 2025, by the concerned authority as per the Annexure-I.**
2. **Income Tax Return (ITR) Acknowledgement for Assessment Year 2025-26 (Financial Year 2024-25), accompanied by the applicable ITR Forms (Form 1 to Form 7), which provide a detailed computation of income across all relevant heads.**
3. **Salary/Pension Certificate for the financial year 2024-25 (from 01.04.2024 to 31.03.2025), in the prescribed format as per Annexure - II, sealed/stamped by the Salary/Pension Disbursing Officer. (for the employees of Government/Private/Pensioners)**
4. **Income Affidavit as per the Annexure-III for all**
5. **PAN cards of student father, Mother/ Guardian**
6. **Aadhaar cards of Student Father, Mother/ Guardian and student**

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DEAN ACADEMIC

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Annexure-I

State/Union Territory	Income Certificate Issuing Authority
Andhra Pradesh, Andaman & Nicobar, Himachal Pradesh, Karnataka, Maharashtra, Rajasthan, Telangana and Uttar Pradesh	Tahsildar
Arunachal Pradesh	District Magistrate & Collector
Assam	Revenue Circle Officers
Bihar	Circle Officer of Circle Office
Chandigarh	Sub Divisional Magistrates
Chhattisgarh	Naib Tahsildar
Daman & Diu & Dadra & Nagar Haveli	Mamlatdar, Daman and Mamlatdar, Diu
Delhi	SDM of Govt. of NCT of Delhi
Goa	Mamlatdar of all Talukas
Gujarat	District Collector / Deputy Collector / Asstt. Collector / Prant Officer / Mamlatdar
Haryana	CRO (Tahsildar / Naib Tahsildar concerned)
Jammu & Kashmir	Sub Divisional Magistrate (not below the rank of Tahsildar)
Jharkhand	Sub Divisional Officer in each District
Kerala	Village Officers
Lakshadweep	Deputy Collectors in Agatti and Minicoy and SDOs in the remaining Islands
Madhya Pradesh	Tahsildar / Naib Tahsildar
Manipur	District Authorities i.e. DC / ADC / SDO (not below the rank of SDO/SDM
Meghalaya	Employer in case of Govt. employee and by the MP / MLA / DC / SDO Civil in case of others
Mizoram	District Magistrate or any other officers authorized by District Magistrate
Nagaland	Dy. Commissioners, addl. Dy. Commissioners and Sub-Divisional Officers (C)
Odisha	Revenue Officers
Punjab	CRO (Tahsildar / Naib Tahsildar concerned)
Pondicherry	Tahsildar, Deputy Tahsildar
	Tahsildar
Sikkim	Special Executive Magistrate (Block Development Officers, Rural Management & Development Dept.)
Tamil Nadu	Zonal Deputy Tahsildar
Tripura	Deputy Commissioner of Respective Districts
Uttaranchal	Tahsildar / SDM / City Magistrate
West Bengal	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

Note: In the remaining States / Union Territories, the Income Certificate may be obtained from the authorities decided by the State Government /UT Government concerned.

Annexure-II

Income from Salary/Pension (From Employer issued on the organization letter head)

ANNUAL SALARY/PENSION CERTIFICATE FOR PARENTS/GUARDIANS IN SERVICE/RETIRED (GOVERNMENT / PENSIONER/ PRIVATE)

1. **Name and Address of the Employer**:
2. **Certified that** _____ is / was employed in this organization in the post of _____ (designation held by the employee) and the break-up of their Gross Annual Income from salary/pension received during the financial year is as follows:

Item	Total Amount for 12 Months
Basic Pay	
D/Pay	
DA/ADA/Relief	
H.R.A.	
Special Pay & Honorarium, Bonus, Arrears, etc.	
Other Allowances (if any)	
Total	
In Words:	

Date: _____

Employer's Signature and Seal

Note: All entries in Column II above must be supported by an attested copy of IT Form-16 for the corresponding financial year, along with the relevant Income Tax Return (ITR), if applicable.

Annexure - III

INCOME AFFIDAVIT FORMAT

(For Parents/ Guardians who are Employed /Pensioners/Not Employed and Earning Income from Sources Other than Salary or Pension)
(To be executed on a Non-Judicial Stamp Paper of Rs. 100/- and sworn before a First Class Magistrate or Notary Public)

Shri/Smt. _____, a resident of _____,

do hereby solemnly declare and affirm as follows:

1. My son/daughter, Mr./Ms. _____, is currently pursuing a B.Tech/B.Sc B.Ed of year _____course in the branch of _____ at the National Institute of Technology Warangal.
2. He/She is applying for Tuition Fee Remission for the Academic Year _____.
3. I declare that my **spouse is employed/not employed** and that the total annual income of my family during the Financial Year _____ (from 1st April, 2024 to 31st March, 2025) is as detailed below (supported by documentation):

Source of Income	Rupees per Annum
Income from Salary/Pension (government/Private)	
Income of Spouse from salary or any other sources	
Income from Business/ Medical practice/ Legal Practice/ Engineering Consultancy, etc.	
Income from Agriculture	
Income from Landed Properties	
Income from Investment in Bank/Post Office/Property Rents etc.	
Income from Share Certificates/Debentures	
Income from financial assistance by the central/ state government schemes	
Income from any other sources, if any.	
Total	
In words:	

Further, we hereby solemnly affirm that the information provided above is true to the best of our knowledge and belief. We understand that if any scholarship or any financial assistance in any form is granted, it may be withheld or discontinued at the discretion of the authorities at the National Institute of Technology Warangal, without prior notice or reason.

If any information is found to be false at any point in the future, we agree to abide by the Institute's decision, which includes the cancellation of admission and the obligation to repay any fees that were waived/refunded.

Name		Aadhaar No.	Contact No.	Signature
Father/ Guardian				
Mother				
Student				

Sworn before me on this _____ day of, **20**

Signature of First Class Magistrate/Notary Public

(Seal)