

NOTICE

Call for Submission of applications online for claiming the tuition fee remission based on the Income of the parent:

Under Graduate Students who took admission through JEE are required to submit the applications for claiming the tuition fee remission based on their parent's income. The applications shall be submitted (through WSDC portal which will be activated soon) on or before 21st August 2020 with the following documents obtained from appropriate authorities based on the state to which they belong to. Students are advised to obtain a new certificate immediately.

1. The **Income Certificate issued on the Name of Parent** is only to be submitted for claiming the tuition fee remission. Certificate issued to the name of the student is not valid. The **date of issue of the certificate has to be on or after 01-04-2020**.
2. The **Aadhaar number of the parent** is to be mandatorily mentioned on the income certificate. Certificates without Aadhaar number are not valid. In case the format of the certificate of a particular state does not include Aadhaar number, an undertaking on a Rs.50/- non-judicial stamp endorsed with Notary is to be submitted by the student. The format for the undertaking is enclosed.
3. The list of states giving Income certificates with / without Aadhaar Number is already available with the Academic section as per the past database. Hence, the income certificate submitted by the students from such states without Aadhaar Number will not be considered for fee remission even with the affidavit. No further communication in this aspect will be entertained.
4. The **issuing authority** of the income certificate shall be according to the enclosed list for each state of the country. Certificate issued by any other authority is not valid.
5. If a **student can not submit the income certificate mentioned as above** for any valid reason due to the present situation, **they are required to submit the last year income certificate along with a self declaration**, which is enclosed hereunder. However, the latest income certificate shall be submitted on or before **31st December 2020** for confirming his/her claim for tuition fee remission.
6. The income mentioned should **be reasonable and in line with the income certificates** submitted in previous years (if any) to the institute. Unusual variations will be scrutinized further.

7. The applications submitted without any of the above documents or in improper format will not be considered for fee remission.
8. The applications received after the due date will not be considered.
9. The final list of eligible candidates will be published on Institute website or WDSC before the registration to the next semester. The students have to pay the tuition fee accordingly at the time of registration.

INCOME CERTIFICATE ISSUING AUTHORITY IN VARIOUS STATES / UTs

| Sr. | State/Union Territory | Income Certificate Issuing Authority |
|------------|------------------------------|--|
| 1 | Andaman & Nicobar | Tahsildar |
| 2 | Andhra Pradesh | Tahsildar |
| 3 | Arunachal Pradesh | District Magistrate & Collector |
| 4 | Assam | Revenue Circle Officers |
| 5 | Bihar | Circle Officer of Circle Office |
| 6 | Chandigarh | Sub Divisional Magistrates |
| 7 | Chhattisgarh | Naib Tahsildar |
| 8 | Daman & Diu & Dadra & Nagar | Mamlatdar, Daman and Mamlatdar, Diu |
| 9 | Delhi | SDM of Govt. of NCT of Delhi |
| 10 | Goa | Mamlatdar of all Talukas |
| 11 | Gujarat | District Collector / Deputy Collector / Asstt. Collector / Prant Officer / Mamlatdar |
| 12 | Haryana | CRO (Tahsildar / Naib Tahsildar concerned) |
| 13 | Himachal Pradesh | 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 | Village Officers |
| 18 | Lakshadweep | Deputy Collectors in Agatti and Minicoy and SDOs in the remaining Islands |
| 19 | Madhya Pradesh | Tahsildar / Naib Tahsildar |
| 20 | Maharashtra | Tahsildar |
| 21 | Manipur | District Authorities i.e. 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 | Pondicherry | Tahsildar, Deputy Tahsildar |
| 28 | Rajasthan | Tahsildar |

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|----|---------------|---|
| 29 | Sikkim | Special Executive Magistrate (Block Development Officers, Rural Management & Development |
| 30 | Tamil Nadu | Zonal Deputy Tahsildar |
| 31 | Tripura | Deputy Commissioner of Respective Districts |
| 32 | Uttar Pradesh | Tahsildar |
| 33 | Uttaranchal | Tahsildar / SDM / City Magistrate |
| 34 | West Bengal | <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 |

- Note:** 1. The Income certificate issuing authority for Telangana is same as Andhra Pradesh
2. In the remaining States / Union Territories, the Income Certificate issuing authority/ies are yet to be designated.

Self Declaration

To be submitted on a A4 sized separate white paper

I am not able to submit the latest income certificate due to the following reason:

Hence, I request you to consider the last year income certificate of my parent. I will submit the latest certificate issued on or after 01-04-2020 before the deadline i.e. **31-12-2020**. If I fail to submit before the deadline, I will pay the full tuition fee.

Signature of the student

Signature of the Parent

Name of the student

Name of the Parent

Roll No. / Regn. No.

Parent Aadhaar No.

Section / Branch

Parent Contact No.

Student Aadhaar No

Student Contact No.

DATE:

Undertaking

Rs. 50 Non Judicial Stamp Paper

I _____, Son / Daughter of Shri _____ am studying B.Tech. I / II / III / IV Year at NIT Warangal hereby state that my family income for the financial year 2020-21 is Rs. _____ (in words _____ only). I declare that the information provided by me is true. If at any time, it is found that my parent's income is not correct as per the certificate submitted, I am ready to forgo the fee remission and will pay the full fee as applicable, in addition to the disciplinary action that may be taken by the Institute.

Signature of the student

Signature of the Parent

Name of the student

Name of the Parent

Roll No. / Regn. No.

Parent Aadhaar No.

Section / Branch

Parent Contact No.

Student Aadhaar No

Student Contact No.

DATE: