

भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद  
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINIES), DHANBAD  
अधिष्ठाता कार्यालय (छात्र कल्याण)

OFFICE OF DEAN STUDENT'S WELFARE

No.: IIT(ISM)/DSW/Fee Waiver cum MCM/2024-25

Date: 03.06.2024

सूचना

**विषय:- शैक्षणिक वर्ष 2024-25 के लिए शुल्क माफी और मेरिट कम मींस (एमसीएम) छात्रवृत्ति सहित फ्री शिप के लिए सामान्य आवेदन प्रस्तुत करना**  
शैक्षणिक वर्ष 2024-25 के लिए शुल्क माफी और मेरिट कम मींस छात्रवृत्ति सहित फ्री शिप के लिए सभी पात्र छात्रों से आवेदन आमंत्रित किए जाते हैं।

**• शुल्क माफी के पात्र छात्र:**

जेई (एडवांस) के माध्यम से प्रवेश प्राप्त B. Tech. / डुअल डिग्री / एकीकृत एम टेक पाठ्यक्रम

**• मेरिट कम मींस (एमसीएम) छात्रवृत्ति सहित फ्री शिप के पात्र छात्र:**

जेई (एडवांस) के माध्यम से प्रवेश प्राप्त B. Tech. / डुअल डिग्री / एकीकृत एम टेक पाठ्यक्रम चौथे वर्ष तक, M.Sc. टेक, M.Sc, M.A. और MBA।

आवेदन की अंतिम तिथि केवल पोस्ट के माध्यम से (2024-25 की सत्र के प्रथम वर्ष के नवीन आदित छात्रों को छोड़कर): 31 जुलाई, 2024 (छात्रों द्वारा उल्लेखित विकल्प के अनुसार एकल आवेदन दोनों योजनाओं के लिए सेवा करेगा।)"

जेई (एडवांस) के माध्यम से प्रवेश प्राप्त वर्तमान सत्र (2024-25) के छात्र अपने प्रवेश के समय शुल्क माफी और मेरिट कम मींस छात्रवृत्ति सहित फ्री शिप के लिए आवेदन कर सकते हैं। उनके प्रवेश के बाद उनके लिए अलग सूचना जारी की जाएगी।

वर्तमान सत्र (2024-25) के अन्य छात्र जो जेई (एडवांस) के माध्यम से प्रवेश नहीं प्राप्त करेंगे और केवल एमसीएम छात्रवृत्ति सहित फ्री शिप के पात्र हों, वे अपने प्रवेश के 30 दिनों के भीतर आवेदन कर सकते हैं।

**अंतिम तिथि से पहले Google फॉर्म (Google लिंक मेल पर भी साझा किया जाएगा) भरना और अपना आवेदन केवल हार्ड कॉपी के रूप में पोस्ट करना अनिवार्य है। ईमेल के माध्यम से आवेदन की अनमति नहीं होगी।**

**Google फॉर्म लिंक <https://forms.gle/8tjm1b8cr9gE6atQ9>**

**पात्रता मापदंड: "**

**A. शिक्षा शुल्क माफी (टीएफडब्ल्यू)**

- सभी स्रोतों से पारिवारिक वार्षिक आय (कटौती या कोई भी कर नियम के तहत कोई छूट न हो) पाठ्यक्रम के लाभ के लिए 5,00,000/- रुपये (पांच लाख केवल) से अधिक नहीं होनी चाहिए।
- वार्षिक पारिवारिक आय में माता-पिता (पिता और मां) और छात्र की सभी स्रोतों से आय शामिल होती है। किसी एक माता-पिता की मृत्यु के मामले में, मृत्यु प्रमाणपत्र को संलग्न करना आवश्यक है।
- माता-पिता के अलग होने के मामले में - इस प्रभाव के लिए आवश्यक दस्तावेज भी आवश्यक हैं।
- इस योजना को एससी/एसटी/पीडब्ल्यूडी छात्रों के लिए लागू नहीं है क्योंकि उन्हें शिक्षा शुल्क का भुगतान करने से छूट दी गई है।
- शिक्षा शुल्क माफी प्राप्त करने के लिए निम्नलिखित दस्तावेज सबमिट किए जाने की आवश्यकता है: (कृपया ध्यान से पढ़ें):-

a) छात्र और दोनों माता-पिता/संरक्षकों द्वारा स्वाक्षरित निर्धारित प्रारूप में मूल आवेदन पत्र।

b) आय प्रमाण पत्र के साथ अनुसूची-ए, नोटरी पब्लिक या एक मजिस्ट्रेट/पहली श्रेणी के एक्जिक्यूटिव/राजस्व अधिकारी (तहसीलदार)/ जो भी अपनी/उसकी हस्ताक्षर और मोहर लगाएगा की उपस्थिति में स्वाक्षरित हो। इस अनुसूची-ए के साथ वार्षिक पारिवारिक आय का वक्तव्य नोटरी पब्लिक या चार्टर्ड अकाउंटेंट्स द्वारा एफिडेविट के रूप में हस्ताक्षरित नहीं होना चाहिए।

c) राज्य सरकार द्वारा निर्धारित प्रारूप में वित्तीय वर्ष 2023-24 (मूल्यांकन वर्ष 2024-25) के लिए पारिवारिक आय प्रमाण पत्र, जो योग्य प्राधिकारी द्वारा स्वाक्षरित हो।

d) माता-पिता (मां और पिता) के लिए वित्तीय वर्ष 2023-24 (मूल्यांकन वर्ष 2024-25) की विस्तृत आईटीआर गणना की प्रतियां, जहाँ कोई भी विधि के तहत कोई भी कटौती के बिना सकल टैक्सबल आय की सीमा 2.50 लाख रुपये से अधिक है, और प्रमाणित प्रतिलिपियों की कॉपियाँ।

e) छात्र और उसके/उसकी माता-पिता के आधार नंबर अनिवार्य हैं। (आधार दस्तावेज संलग्न करें)।

**6. शिक्षा शुल्क माफी (TFW) के नियम**

a) आवश्यक है कि छात्र और माता-पिता/संरक्षक द्वारा स्वाक्षरित निर्धारित प्रारूप में मूल आवेदन पत्र के साथ सभी आवश्यक प्रमाण पत्र/दस्तावेज को निर्धारित समय सीमा के भीतर प्रस्तुत किया जाए।

b) आयकर रिटर्न (ITR) का अवधि 01.04.2023 से 31.03.2024 तक होना चाहिए, अर्थात् वित्तीय वर्ष (F.Y) 2023-24 (मूल्यांकन वर्ष (A.Y) 2024-25)।

c) आय प्रमाण पत्र को 01.04.2024 के बाद जारी किया जाना चाहिए और इसे राज्य सरकार के नियम और विनियमों के अनुसार प्राधिकृत प्राधिकारी द्वारा हस्ताक्षरित किया जाना चाहिए।

d) समय सीमा के बाहर प्राप्त आवेदन/दस्तावेज स्वीकार नहीं किए जाएंगे और ऐसे दावे संक्षेप में खारिज किए जाएंगे। इसलिए, छात्रों को सलाह दी जाती है कि आवश्यक दस्तावेज के साथ आवेदन पत्र सबमिट करने में किसी भी देरी से बचने के लिए पहले ही तैयारी करें।

e) यदि वित्तीय वर्ष 2023-24 के दौरान वार्षिक पारिवारिक आय 1,00,000 रुपये से कम है, तो 100% शिक्षा शुल्क माफी होगी।

f) यदि वार्षिक पारिवारिक आय 1,00,000 रुपये से अधिक, लेकिन 5,00,000 रुपये तक है, तो 2023-24 के वित्तीय वर्ष के दौरान 2/3 शिक्षा शुल्क माफी होगी।

g) यदि वार्षिक पारिवारिक आय 5,00,000 रुपये से अधिक है, तो 2023-24 के वित्तीय वर्ष के दौरान कोई शिक्षा शुल्क माफी नहीं होगी।"

**B. मेरिट कम मीन्स (MCM) छात्रवृत्ति जिसमें फ्रीशिप शामिल है**

1. सभी स्रोतों से वार्षिक पारिवारिक आय (ग्रॉस, किसी भी कटौती/छूट के प्रावधानों के तहत आयकर, आदि) शिक्षा शुल्क माफी और मीन्स (MCM) छात्रवृत्ति जैसे फ्रीशिप उपलब्ध कराने के लिए 6,00,000 रुपये (केवल 6 लाख रुपये) से अधिक नहीं होना चाहिए।
2. वार्षिक पारिवारिक आय में माता-पिता (पिता और मां) और छात्र की आय को सभी स्रोतों से शामिल किया जाता है। किसी एक माता-पिता की मृत्यु के मामले में, मृत्यु प्रमाण पत्र को संलग्न करना आवश्यक है।
3. माता-पिता के अलग होने के मामले में - इस तथ्य के लिए आवश्यक दस्तावेज़ भी आवश्यक हैं।
4. यह योजना एससी/एसटी/दिव्यांग छात्रों के लिए लागू नहीं है क्योंकि उन्हें शिक्षा शुल्क का भुगतान माफ़ किया जाता है।
5. मेरिट कम मीन्स (MCM) स्कॉलरशिप समेत फ्रीशिप के नियम

- a) शिक्षा शुल्क माफी संबंधी छात्र एमसीएम स्कॉलरशिप समेत फ्रीशिप का विकल्प चुन सकते हैं या नहीं।
- b) पात्र छात्र: जीनरल, ओबीसी, इंडब्ल्यूएस, ईबीसी छात्र जो जेईई / एम.एसी. टेक / एम.एसी. / एम.ए. और एमबीए छात्रों द्वारा प्रवेशित हुए हैं। (25% छात्र शिक्षा शुल्क का फीस वापस प्राप्त करेंगे + प्रति माह 1000/- रुपये की स्कॉलरशिप) 10 महीने के लिए और अगले 10% छात्रों को केवल योग्यता के अनुसार शिक्षा शुल्क का फीस वापस किया जाएगा (वर्ष-वार)।
- c) परिवार की ग्रॉस आय पिछले (पिछले) वित्तीय वर्ष 2023-24 में 6,00,000/- रुपये से अधिक नहीं होनी चाहिए। आय प्रमाण पत्र को वर्तमान वित्तीय वर्ष, अर्थात् 01.04.2024 को या उसके बाद जारी किया जाना चाहिए।
- d) बीटेक इंटीग्रेटेड एमटेक, इयुल डिग्री एम.एसी.टेक, एम.ए. और एमबीए छात्रों को MCM स्कॉलरशिप प्रदान करने के लिए मेरिट मानदंड CGPA 6.0 पर होगा, जो छात्रों द्वारा प्राप्त किए गए सेमेस्टर तक होता है जो वर्तमान वर्ष के सेमेस्टर के लिए स्कॉलरशिप प्रदान किया जाएगा। (स्व-प्रमाणित एक्सरेस कॉपी की सभी CGPA कार्डों की प्रस्तुति की जानी चाहिए)। समर / विशेष परीक्षा देने वाले छात्रों के लिए, न्यूनतम CGPA आवश्यकता 7.00 आउट ऑफ 10 ग्रेड प्वाइंट है। उन छात्रों को जिन पर शैक्षिक कार्रवाई है, MCM स्कॉलरशिप / फ्रीशिप के प्रदान से वंचित किया जाएगा।
- e) पहले साल / नए प्रवेशित छात्रों की योग्यता IIT (जेईई) रैंक और अन्य सामान्य मेरिट सूची / जेएएम परीक्षा के रैंकिंग पर आधारित होगी, इस स्कीम के तहत पात्रता हासिल करने के लिए। इन छात्रों ने प्रवेश परीक्षा में उपस्थित होने के लिए अपने पिछले डिग्री / कोर्स में कम से कम 60% अंक प्राप्त किए हों।
- f) इस योजना के तहत योग्य छात्रों को किसी अन्य स्कॉलरशिप के लिए पात्र नहीं माना जाएगा। अगर वे किसी अन्य स्कॉलरशिप के लिए आवेदन करते हैं, तो उन्हें एमसीएम सह फ्रीशिप से वंचित किया जाएगा।

**6. निम्नलिखित दस्तावेजों को सबमिट करने की आवश्यकता है ताकि मेरिट कम मीन्स (MCM) स्कॉलरशिप सह फ्रीशिप का लाभ उठाया जा सके। शुल्क माफी में उल्लिखित दस्तावेजों के अलावा, अन्य आवश्यक दस्तावेज हैं:**

- (i) पिछली परीक्षा की ग्रेड शीट / मार्कशीट (सह ट्रिमेस्टर) की प्रति।
- (ii) प्रथम वर्ष के प्रवेशित छात्रों के लिए आईआईटी (जेईई) रैंक / सामान्य मेरिट सूची रैंक की प्रतियां।
- (iii) प्रवेश परीक्षा में उपस्थित होने के लिए पिछली डिग्री / कोर्स की मार्कशीट।

सम्पूर्ण आवेदन और सभी आवश्यक दस्तावेजों को परस्पर के संयोजन में, 31.07.2024 को या उससे पहले भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ) के डीन (छात्र कल्याण) के कार्यालय, धनबाद - 826004, झारखंड, भारत, पर प्राप्त होना चाहिए, डाक द्वारा या छात्र अधिष्ठाता कार्यालय आकर भी जमा कर सकते हैं। हालांकि, सह ग्रेड शीट के सबमिशन की अवधि ट्रिमेस्टर के परिणाम के जारी होने के एक सप्ताह के भीतर प्रस्तुत की जानी चाहिए। निर्धारित तिथि के बाद प्राप्त हुए आवेदनों को मंजूरी नहीं दी जाएगी। अधूरे आवेदन को विचार में नहीं लिया जाएगा। आवेदन के साथ सभी आवश्यक दस्तावेज (इस सूचना के संलग्नक के अनुसार विवरण) संलग्न किए जाने चाहिए।"

अनुलग्नक: - निर्धारित आवेदन पत्र, आय स्वीकृति साक्ष्यकता के साथ अनुसूची ए और आय प्रमाण पत्र जारी करने वाले अधिकारी की सूची (राज्य-वार)।

- "किसी भी अस्पष्टता/भ्रम की स्थिति में, इस नोटिस का अंग्रेजी संस्करण ही मान्य होगा।"

*Handwritten signature and date: 31/7/24*

सहायक उपाध्यक्ष (छात्र कल्याण) छात्र कार्यकलाप

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भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद  
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD  
अधिष्ठाता कार्यालय (छात्र कल्याण)  
OFFICE OF DEAN STUDENT'S WELFARE

No.: IIT(ISM)/DSW/Fee Waiver cum MCM/2024-25

Date: 03.06.2024

**NOTICE**

**Subject: - Submission of common application for Tuition fee waiver and Merit cum Means (MCM) Scholarship including free ship for the Academic Year 2024-25**

Applications are invited from all eligible students for Tuition Fee Waiver and Merit Cum Means Scholarship including free ship as under for the Academic Year 2024-25.

- **Students eligible for Tuition Fee Waiver (TFW):**  
B. Tech. / Dual Degree / Integrated M. Tech. Programmes admitted through JEE (Advance)
- **Students eligible for Merit Cum Means (MCM) Scholarship including Free-ship:**  
B. Tech. / Dual Degree / Integrated M. Tech. Programmes admitted through JEE (Advance) up to 4<sup>th</sup> year, M.Sc. Tech, M.Sc, M.A. and MBA.

**Last date of submission of application by post only (other than first-year newly admitted students of session 2024-25):**

**July 31, 2024** (Single application will serve for both the scheme as per option mentioned by students)

*JEE (Advance) admitted students of current session (2024-25) may apply at the time of admission for fee waiver and MCM Scholarship including free ship. Separate notice will be issued for them just after their admission.*

*Other than JEE (Advance) admitted students of current session (2024-25) who are eligible only for MCM Scholarship including free-ship and can apply within 30 days of their admission.*

It is mandatory to fill Google form (Google link will also be shared on mail) before the last date and submit your application in Hard Copy BY POST ONLY. Application through e-mails will not be entertained.

Link of Google Form: <https://forms.gle/8tjm1b8cr9gE6atQ9>

**Eligibility Criteria:**

**A. Tuition Fee Waiver (TFW)**

1. Annual Family Income (Gross, before any deduction/ exemption under the provisions of income tax, etc.) from all sources should not be more than Rs. 5, 00,000/- (Rs. Five Lakh only) for availing Tuition Fee Waiver.
2. Annual Family Income includes income of the parents (Father & Mother) and student from all sources. In case of the death of any one parent, the death certificate is necessary to be attached.
3. In case of separation of parents – Necessary documents to this effect are also required.
4. This scheme is not applicable for SC/ST/PWD students as they are exempted from payment of tuition fees.
5. The following documents need to be submitted to avail tuition fee waiver: (Please read carefully):-
  - a) Original Application Form in the prescribed format duly signed by the student and both parents/guardians.
  - b) Income Affidavit along with Schedule-A for statement of annual gross family income in the prescribed format duly signed in the presence of Notary Public or a Magistrate/1<sup>st</sup> Class Magistrate Executive/ Revenue Officer (Tehsildar)/ who would also affix his / her signature and seal. The Affidavit and Schedule-A for a statement of annual gross family income in the prescribed format should be jointly signed by students and his/her parents. All the columns of the forms must be filled even if it is NIL, otherwise the application may be rejected.
  - c) Family Income Certificate for the financial year 2023-24 (Assessment year 2024-25) duly signed by competent authority authorized by State Government in the format prescribed by State Government. It is compulsory that the family income certificate should not be signed by Notary Public/ Chartered Accountants in the form of an Affidavit.
  - d) Copies of detailed ITR Computation for the financial year (F.Y.) 2023-24 (Assessment Year (A.Y) 2024-25) of parents (Mother and Father) with Verified copies of acknowledgments, where the gross taxable income before any deduction under any provisions exceeds the threshold limit of Rs. 2.50 lakhs.
  - e) Aadhar Numbers of student and his/her parents are mandatory. (enclose the Aadhar documents).



**6. Rules for Tuition Fee waiver (TFW)**


- a) It is mandatory to submit the application in the prescribed format in original, duly signed by the students and the parents/guardian along with all required certificates/documents within the deadline.
- b) Income Tax Return (ITR) should be for the period 01.04.2023 to 31.03.2024 i.e. Financial Year (F.Y) 2023-24 (Assessment Year (A.Y) 2024-25).
- c) Income Certificate must be issued on or after 01.04.2024 and signed by the Competent Authority as per state govt. rules & regulations as per the annexure enclosed.
- d) The applications /documents received beyond the deadline will not be accepted and such claims will be summarily rejected. Therefore, the students are advised to get the documents prepared in advance to avoid any delay in the submission of the applications along with the required documents
- e) There will be 100% tuition fee waiver, if annual family income is less than Rs. 1, 00,000/- (Rs. One Lakh only) during the financial year 2023-24.
- f) There will be 2/3<sup>rd</sup> tuition fee waiver, if annual family income is Rs. 1, 00,000/- (Rs. One Lakh only) or above, but up to Rs. 5, 00,000/- (Rs. Five Lakh only) during the financial year 2023-24.
- g) There will be no tuition fee waiver, if annual family income is more than Rs. 5,00,000/- (Rs. Five Lakh only) during the financial year 2023-24.

**B. Merit Cum Means (MCM) Scholarship including freeship**

- 1. Annual Family Income (Gross, before any deduction/ exemption under the provisions of income tax, etc.) from all sources should not be more than Rs. 6,00,000/- (Rs. Six Lakh only) for availing Merit Cum Means (MCM) Scholarship including free-ship.
- 2. Annual Family Income includes income of the parents (Father & Mother) and student from all sources. In case of the death of any one parent, the death certificate is necessary to be attached.
- 3. In case of separation of parents – Necessary documents to this effect are also required.
- 4. **This scheme is not applicable for SC/ST/PWD students as they are exempted from payment of tuition fees.**
- 5. **Rules for Merit cum Means (MCM) Scholarship cum free ship**
  - a) While applying for Fee waiver students may or may not opt for MCM Scholarship cum free ship.
  - b) Eligible students: General, OBC, EWS, EBC Students admitted through JEE / M.Sc. Tech/ M.Sc. / M.A. and MBA students. (25% students will receive refund of tuition fee + Scholarship @ Rs. 1000/- pm) for 10 months and next 10 % students will receive only refund of tuition fee as per merit (year-wise).
  - c) Gross Income of the family should not be more than Rs. 6, 00,000/- in the previous (last) financial year 2023-24. Income Certificate must be issued on or after 1st April of Current financial year, i.e. On or after 01.04.2024.
  - d) The merit criteria for awarding the MCM Scholarship to the B.Tech Integrated M.Tech, Dual Degree M.Sc.Tech, M.A. and MBA students will be based on the CGPA 6.0 out of 10 grade points obtained by the students up to the semester proceeding the current year semester for which the scholarship will be awarded. (Self-attested Xerox copy of all CGPA cards must be submitted). For students having summer / Special examination, minimum CGPA requirement is 7.00 out of 10 grade points. Students having disciplinary action against them will be debarred from award of MCM Scholarship/Free ship.
  - e) Merit of first year /newly admitted students will be based on IIT (JEE) rank and other Common merit list / JAM ranking of entrance examination for the purpose of admission in IIT(ISM). These students must have obtained minimum 60% marks in their previous degree/course attended for making them eligible to appear in entrance exam.
  - f) Students qualified under this scheme will not be eligible for any other Scholarship. If they apply any other scholarship will be debarred from MCM cum Free-ship.
- 6. **The following documents need to be submitted to avail Merit cum Means (MCM) Scholarship cum free ship Apart from the documents mentioned in Fee waiver, other documents required are:**
  - (i) Grade sheet / mark sheet of last examination (even semester) passed.
  - (ii) Copies of IIT (JEE) rank / common merit list rank for first year admitted students.
  - (iii) Mark sheet of previous degree/course attended for making them eligible to appear in entrance exam.

The complete application along with all required documents should reach in original to the Associate Dean, (SIW) Office of Dean (Students Welfare) Indian Institute of Technology (Indian School of Mines), Dhanbad – 826004, Jharkhand, India – on or before date 31.07.2024 by post/By Hand. However, the submission of the grade sheet mentioned CGPA is required to be submitted within a week after the release of even semester result. Applications received after the scheduled date will not be entertained. Incomplete application will not be considered. All required documents (details as per attachment with this notice) must be attached with the application.

**Attached:** - Prescribed application form, income affidavit along with schedule A & List of Income Certificate Issuing authority (state-wise).

  
Associate Dean (Students Welfare)

**Format for Application Form to avail Tuition Fee Waiver / Merit cum Means Scholarship / free ship for the session - 2024-25**  
**( to be submitted along-with prescribed affidavit)**

*(All the fields MUST be filled) /Not Applicable for SC/ST/ PWD*

S. No.	Particulars	Value (to be filled-in by the student)	
1.	Name of the student (in block letters)		
2.	Admission No		
3.	Application is for tuition Fee waiver only		
4.	Application is for MCM including Free ship only		
5.	Application is for both Tuition Fee waiver and MCM including Free ship		
6.	Name of the Department		
7.	Course & Branch		
8.	Present Semester		
9.	Student's Mobile number (s)		
10.	Student's institute E-mail ID		
11.	(i) Category (Gen/OBC) – Yes/No -		
12.	Latest CGPA- 6.0 and above (copy to be attached		
13.	Whether appeared in summer Semester/Special Examination (CGPA requirement is 7.0 & above)		
14.	IIT(JEE) advance Rank – submit copy for first year JEE admitted students  CML(Common Merit list/Admission test / JAM ranking for other than JEE admitted students (MSc., MSc.Tech, & MBA students)		
15.	Percentage of marks in ISc/10+2 (copy to be attached (for first year IIT JEE admitted students only)		
16.	Percentage of Marks in Graduation /CGPA (copy to be attached) for 1 <sup>st</sup> year M.Sc. Tech/MSc./MBA students.		
17.	Particulars / Guardians particulars of employment	Mother	Father
	(a) Name		
	(b) Salaried Class (Parent/guardians' who are in service either Govt./Semi Govt/Private or others (Please mention)		
	(c) Pensioner/Family pension		
	(d) Non-Salaried Class Please specify the nature		
18.	Whether getting /applied for any other Scholarship (Y/NO). If yes, Give details		
19.	Nationalized Bank Account Number of the student and IFSC Code – (for MCM) (Only student's self details)	Account No..... IFSC Code:_____	
20.	Google Form to be submitted , Mention Date of submission		

Student's Signature

Father's/Guardians Signature

Mother's Signature

21. Assessment of Gross Annual income (Gross, before any deduction/ exemption under the provisions of income tax etc.) of family from all sources for the Financial year 2023-24, i.e, Assessment year 2024-25 (All the fields are mandatory, even it is nil – to be filled by the student

S.No.	Particulars	Father	Mother	Student
A.	Full Name			
B.	Income Tax PAN			
C.	Aadhar No.			
D.	Agriculture Income (Para I)			
E.	Income from Property (Houses, Buildings, House Sites, etc) (Para II) <b>Please specify.</b>			
F.	Income from Business (para III)			
G.	Gross Income from Salary (para IV)			
H.	Income from other sources (interest / dividend/ parttime occupation/Agency (para V) <b>Please specify</b>			
I.	Gift etc.			
J.	Total Gross Income for F.Y. 2023-24			
K.	Total Gross Family Income for F.Y. 2023-24 (Sum of Row J = Father+Mother+Student)			

### **DECLARATION**

We hereby undertake and certify that the information provided in this form, Income Affidavit and Family Income Certificate are true and correct. We understand that in the event of any information being found false, misleading or incorrect, or ineligibility to receive the benefit of tuition fee waiver/ Merit cum Means Scholarship / free ship being detected during or after completion of my program at institute, or any of the personal information furnished in support thereof is found incorrect, we shall have no any objection whatsoever, against the action taken by the Institute in the matter, in accordance with by-laws and provisions of IIT(ISM) Dhanbad.

We further undertake that during the course of availing the fee waiver/ Merit cum Means Scholarship / free ship, whenever there shall be any change in the income of my family, we shall keep the Institute authorities informed and shall abide by its further decision on my eligibility to receive the benefit of fee waiver/ Merit cum Means Scholarship / free ship.

We hereby attach documents as follows: -

- Income Affidavit including Schedule A in the prescribed format (instructions mentioned therein) duly filled in.
- Copies of Aadhar card of student and his parents
- Family Income Certificate for the financial year 2023-24 i.e issued on or after 01.04.2024 duly signed by competent authority authorized by State Government in the format prescribed by Government. It is desirable that the family income certificate should not be signed by Notary Public / Chartered Accountant in the form of Affidavit.
- Copies of detailed ITR Computation for the financial year 2023-24 (Assessment Year 2024-25) of both parents with verified copies of acknowledgements where the individual income exceeds the threshold limit as per Income Tax Rules.
- Latest Grade Card (II/IV/VI Semester) - required for MCM scholarship
- JEE (advance) rank – for first year IITJEE admitted students and Common Merit list/Admission test / JAM ranking for other than JEE admitted students - required for MCM scholarship
- Mark sheet for 10+2 / graduation – as applicable - required for MCM scholarship.

**Note : If required, the administration may ask for bank statements and other relevant documents to establish the income and other particulars mentioned in the affidavit.**

Student's Signature

Father's/Guardians Signature

Mother's Signature

## INCOME AFFIDAVIT

*(To be signed in the presence of Notary Public or a Magistrate/1<sup>st</sup> Class Magistrate Executive/ Revenue Officer/ who would also affix his signature and seal)*

***Declaration of income of Family for the financial year (ending on 31<sup>st</sup> March,2024)  
for purposes of Tuition Fee Waiver / Merit cum Means Scholarship / free ship at Indian Institute of Technology  
(Indian School of Mines), Dhanbad.***

We/I \_\_\_\_\_ Parents/Guardians of Shri/Kumari \_\_\_\_\_ (student's name)  
\_\_\_\_\_ Admission No. \_\_\_\_\_ presently residing at \_\_\_\_\_ (parent's  
address) \_\_\_\_\_ solemnly affirm and declare as follows:-

1. That my son/daughter/dependent Shri/Kumari \_\_\_\_\_ who has applied for Tuition Fee Waiver/ Grant of MCM Scholarship etc. at Indian Institute of Technology (Indian School of Mines), Dhanbad is studying in \_\_\_\_\_ (here give the name of Programme) \_\_\_\_\_ having Admission No. \_\_\_\_\_ at Indian Institute of Technology (Indian School of Mines), Dhanbad.
2. That our **gross total annual family income** in the preceding financial year ending on 31<sup>st</sup> March, 2024 was Rs. \_\_\_\_\_ as per details furnished in the Schedule here under written, We also affirm that particulars of property held by us is as shown in the Schedule and that we have correctly indicated the amount on various taxes and land revenue paid by us. We make ourselves personally responsible for the accuracy of the facts and figures furnished.
3. That the statements made in the foregoing paragraphs are true and correct to our knowledge and belief.
4. That the particulars of PAN number, Aadhar number of family member is as under:

S.No	Particulars	Father/Guardian	Mother	Student
1	Name			
2	Aadhar Number			
3	Income Tax PAN No			

5. That we further undertake that in the event of the particulars given in this declaration being found false, we shall refund to the Director, Indian Institute of Technology (Indian School of Mines), Dhanbad DOUBLE the amount of the Fees/ MCM Scholarship/ free-ship of the said student and the institute shall be free to take any disciplinary action against the said student including expulsion of the students from the Institute and the Institutes decision shall be final and binding on me/us.

Encl: Schedule "A" (*Statement of Annual Gross Total Family Income*)

Student Signature:	Father's/Guardian Signature	Mother's Signature
Student Name in full:	Father's/Guardian Name:	Mother's Name:





**IV. Salary drawn: (FY 2023-24)-Must fill all the particulars even if it is not applicable.**

<i>S.No</i>	<i>Particulars</i>	<i>Father/Guardian</i>	<i>Mother</i>
1	Name of the Employee		
2	Name of the Employer		
3	Office/Unit in which working and designation		
4	Complete Office Address with Pin code		
A	Annual Pay for 2023-24 without deduction of Income Tax		
B	Special Pay/Bonus.		
C	Deputation allowance and honoraria		
D	Other Allowances like house rent allowance, CCA etc		
E	Total of (A), (B) (C) and (D)		
F	Amount of contribution to Provident Fund		
G	Payments towards LIC/CTD		
H	Total of (F) and (G)		
I	Other benefits rent free accommodation and other perquisites		

**V. Other source of Income during Financial Year 2023-24:**

<i>S.No</i>	<i>Particulars</i>	<i>Father/Guardian</i>	<i>Mother</i>	<i>Student</i>
1	Income from subsidiary industries part-time occupation			
2	Amounts drawn as wages			
3	Interest earned			
4	Dividend Received			
5	Commission			
6.	Any other Income <b>Must specify</b>			
	<i>Total</i>			

**VI. Particulars of Vehicles (two/four wheeler) owned by student and family members. Provide the following details:**

<i>S.No</i>	<i>Particulars</i>	<i>Father/Guardian</i>	<i>Mother</i>	<i>Student</i>
1	Owner Name			
2	Vehicle Type			
3	Make and Model			
4	Registration No.			
5	Year of Purchase			

**VII. Assessment of Gross annual income of family from all sources for the Financial Year 2023-24:**

S.No.	Particulars	Father	Mother	Student
1	Full Name			
2	Agriculture Income (para I)			
3	Income from Property (Houses, Buildings, House sites etc.) (para II)			
4	Income from Business (para III)			
5	Income from Salary [para IV A to E ]			
6	Income from other sources (Interest/ Dividend/ Part-time occupation) (para V)			
7	Total gross family Income for 2022-23			

**VIII. Total Gross family income as per ITR for the financial year (F.Y.) 2023-24 (Assessment Year (AY 2024-25) (attach copy of ITR):**

S.No	Particulars	Father/Guardian	Mother	Student
1	Name			
2	Income Tax PAN No			
3	ITR Acknowledgement no			
4	Date of submission of ITR			
5	Gross total income			
6	Taxable income			
7	Exempted Income viz. agriculture income etc.			
8	Tax Paid			

**Certified that the statements made in the above paragraphs are true and correct.**

Student Signature:	Father's/Guardian Signature	Mother's Signature
Student Name in full:	Father's/Guardian Name:	Mother's Name:

**N. B.**

- (1) Total income of the family should include income of Student, his/her father & mother only.
- (2) If both father and mother of the Student are deceased, the income in the name of Student only need be shown.
- (3) Family Income for the purpose is defined as under:-
  - (a) In the case of salaried class, basic pay, Dearness Allowance, CCA, and other allowances.
  - (b) Income not liable to income tax, such as Agriculture income etc., the agricultural income should be included in the assessment of gross total income.
- (4) Please submit copy of verified parent's acknowledgement of ITR with computation for the financial year 2023-24 (Assessment Year 2024-25). Non-submission of parents ITR will lead to rejection of application.

## Family 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	District Magistrate & Collector
4.	Assam	Revenue Circle Officer
5.	Bihar	Circle officer of Circle office/ Revenue Officer
6.	Chandigarh	Subdivisional Magistrate
7.	Chhattisgarh	NaibTahsildar
8.	Daman & Diu & Dadra & Nagar Haveli	Mamlatdar, Daman and Mamlatdar
9.	Delhi	SDM of Govt. of NCT of Delhi
10.	Goa	Mamlatdar of all Talukas
11.	Gujarat	District Collector / Depurt Collector / Asstt. Collector / Prant Officer /Mamlatdar
12.	Haryana	CRO (Tehsildar / NaibTehsildar Concerned)
13.	Himachal Pradesh	Tahsildar of Revenue Department
14.	Jammu & Kashmir	Sub Divisional Officer in each District
15.	Jharkhand	Sub Divisional Officer of Each District
16.	Karnataka	Tahsildar
17.	Kerela	Village Officers
18.	Lakshadweep	Deputy Collectors in Agatti and Minicoy and SDO in the remaining Islands
19.	Madhya Pradesh	Tahsildar/NaibTahsildar
20.	Maharashtra	Tahsildar
21.	Manipur	District Authroities i.e. DC/ADC/SDO (not below the rank of SDO/SDM
22.	Meghalaya	Employer in case of Govt. Employee and by the MP/MLE/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 ©
25.	Orissa	Revenue Officers
26.	Punjab	CRO (Tehsildar /NaibTehsildar concerned)
27.	Pondicherry	Tehsildar
28.	Rajasthan	Tehsildar
29.	Sikkim	Special Executive Magistrate (Block Development Officers, Rural Management & Development Deptt.)
30.	Tamil Nadu	Zonal Deputy Tehsildar
31.	Tripura	Deputy Commissioner of Respective Districts
32.	Uttar Pradesh	Tehsildar
33.	Uttaranchal	Tehsildar / SDM/ City Magistrate
34.	West Bengal	<ol style="list-style-type: none"> <li>1. Dist.Magistrate or - District Level Addl.Dist.Magistrate</li> <li>2. Sub-Divisional Officer - Sub-Divisional Level of the concerned</li> <li>3. 3. Block Development Officer - Block Level of the concerned Blocks</li> <li>4. The Collector, Kolkata - Kolkata Municipal Corpn.</li> <li>5. 5 The Collector, Kolkata - Students residing within civil Jurisdiction of Hon'ble High Court, Kolkata</li> <li>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 districts i.e. South 24 Paraganas and North 24 Paraganas.</li> </ol>