



तमिलनाडु केन्द्रीय विश्वविद्यालय

(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)

CENTRAL UNIVERSITY OF TAMIL NADU

(Established by an Act of Parliament, 2009)

नीलक्कुडी परिसर/Neelakudi Campus, कंगलान्चेरी/Kangalancherry,

CUTN/IT/01/2020-21/240

24-09-2020

CIRCULAR

Sub: Deduction of Income Tax from salaries during the F.Y. 2020-21

As per provisions contained in the Section 192 of Income tax Act, 1961, the tax at source is to be deducted on the average rate of income tax from the salaries of employees in each month.

All the regular employees of the University (both teaching and non-teaching) whose total income for the Financial Year 2020-21 exceeds Rs.2,50,000/- are requested to furnish particulars of their income, eligible saving, etc. in the prescribed Income Tax Declaration Forms along with available supporting documents to Finance Section at the earliest but not later than **21st October 2020** to regulate recovery of Income Tax for the remaining months of the F.Y 2020-21, i.e. up to Feb'21. Income Tax will be calculated & deducted as per declarations for those who have submitted their declarations; and **for those who have not submitted their declarations, the Income Tax will be calculated & deducted as per University records.**

The following important points may be noted:

- PAN number is compulsory.
- Copies of eligible Savings certificates/ rent receipts for HRA exemption must be submitted. Remaining supporting documents related to claims of rebate/deduction, if any must be submitted before 15th February 2021.
- Certificate from the recognized authority to claim exemption u/s. 80DD & 80U.
- Donations U/S 80G by the employees other than salary deductions have to be claimed through their IT returns only.
- One Self-Occupied House Property only will be considered under Salaries. Claiming Loss under House Property for other than self-occupied house property may be claimed through their IT Returns.
- No exemption/rebate/deductions will be considered without supporting documents.
- Please ensure to get exemptions/deductions/rebates before Income tax is deducted as tax deducted once will not be refunded by the University.

Top priority may be given for submission of prescribed declaration forms within due date.

Encl.: Declaration Form

To: All Regular Employees

(CMA.V.Palani)

Finance Officer

सी. एम. ए. वी. पलनी

CMA V. PALANI

वित्त अधिकारी

Finance Officer

तमिलनाडु केन्द्रीय विश्वविद्यालय

Central University of Tamil Nadu

तिरुवारूर- 610 005 Tiruvarur-610 005