



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,

रुवारूर/Thiruvārūr – 610 005

CUTN/IT/01/2020-21/ 314

27-09-2021

CIRCULAR

Sub: Deduction of Income Tax from salaries during the F.Y. 2021-22

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 2021-22 exceeds Rs.2,50,000/- are informed 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 **11th October 2021** to regulate deduction of Income Tax for the remaining months of the F.Y 2021-22, i.e. up to Feb'22. 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 current financial year University records.** Previous year declaration and documents will not be considered.

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 2022.
- Certificate from the recognized authority to claim exemption u/s. 80DD, 80DDB & 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 and related documents within due date. (Preferably in hard copy)

Encl.: Declaration Form

To: All Regular Employees


(Joint Registrar)
Finance & Accounts
Joint Registrar
संबुक्त कुलसचिव
Central University of Tamil Nadu
தமிழ்நாடு கेंद्रीय विश्वविद्यालय
Thiruvārūr-610005
तिरुवारूर-610005

Central University of Tamil Nadu, Tiruvarur

Employee's Income Tax Declaration Form for the Financial Year 2021-22

Name : _____ **PAN No :** _____
Designation : _____ **Gender :** _____
Department : _____ **DOB:** _____
Id no.: _____

Option for deduction of TDS	Please choose either New tax regime or Regular Tax regime as same as last F.Y for calculation and deduction of Income Tax. If no option is selected, it will be presumed that official is opting for the Regular Tax regime as same as last Financial Year and income tax recoveries will be regulated accordingly. #	New / Regular
S. No.	DESCRIPTION	Proposed Investment
A	Particulars of Income other than salary from CUTN (optional)	
	Other Incomes (specify if any)	
B	DETAIL OF HOUSE PROPERTY FOR CLAIMING REBATE UNDER SECTION 24 OF THE I.T ACT :	
	Ownership of House property	
	Address of house property :	
	Whether self occupied : (Yes /No)	
	If no , Net annual income of house property	
	Housing Loan in the name of employee or joint Account please specify :	
	Amount of housing loan Interest for the F.Y. 2021-22 (Provisional Bank Certificate required)	
	Amount of Interest for Pre-Construction Period (as per Income Tax Rule)	
	Deduction under Section 80 U if any : (Yes /No)	
C	HRA: RENT PAID PER MONTH (if above Rs. 8000 pm then required pan card copy of Landlord)	
D	INVESTMENTS U/S 80C, 80CCC, 80CCD	
1	Public Provident Fund	
2	Contribution to Certain Pension Funds	
3	Housing Loan Principal Repayment	
4	Insurance Premium	
5	Five Years Term Deposit with Schedule Bank	
6	National Saving Scheme / Certificate	
7	Mutual Fund	
8	Children Tuition Fees	
9	Others, (Please specify if any)	
	Total Investments U/S 80C - limited to Rs 1,50,000/- only	
	Voluntary Contribution amount: (Employee can voluntarily invest an additional amount of Rs. 50,000 (or more) to the NPS Tier I account and claim tax deduction on the same under section 80 CCD 1(B), subject to a maximum of Rs. 50,000.)	
E	<u>OTHER PERMITTED DEDUCTIONS</u>	
1	80D - Medical Insurance Premium (Maximum Rs. 25,000 (Rs. 50,000 for senior citizens)	
2	Others - (Please specify if any)	

The Government of India has notified new tax structure w.e.f. the financial year 2020-21 (assessment year 2021-22), wherein the total taxable income shall be computed without any exemption/deduction such as Standard Deduction, HRA Exemption, loss from house property, deductions granted under the provisions of Chapter VI-A (except deduction under sub section (2) of Section 80CCD). In the Regular(old) tax rates, all the existing deductions and exemptions are allowed, if admissible.

I do hereby declare that the proof of investments will be submitted by 15th Feb, 2022. Further, in case of any change in above declaration, I would inform the University. I shall indemnify CUTN for all cost and consequences if any information is found to be incorrect.

Signature with date

