

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

No. F.4/N-VIII-1/21-22-Acad-OS 20809

Date: 2-12-2022

NOTICE

**Sub: Submission of claim form for remission of fees by the Students admitted in 1<sup>st</sup> year B. Tech./ B.Arch. Programme through JoSAA/CSAB during the year 2022-23.**

Students admitted in 1<sup>st</sup> year B. Tech./B.Arch. Programme during the academic year 2022-23 are hereby informed that as per MHRD Order F. No. 33 – 4 /2014 – T.S. III dated 24<sup>th</sup> June 2016, clarification dated 02<sup>nd</sup> July 2016 a parental/family income certificate (from all sources) duly issued by designated authority at the District./Sub-Division/Block etc. levels for certification of income and to issue proof of income certificates to enable students to avail benefits.

The following income categories of students are eligible for claiming remission of fee:-

- a) The most economically backward students (family income is less than Rs.1.00 Lakh per annum) shall get full remission of the tuition fee.
- b) The other economically backward students (family income is between Rs.1.00 Lakh to Rs.5.00 lakhs per annum) shall get remission of 2/3<sup>rd</sup> of the tuition fee.

Those students who have already availed fee remission at the time of admission and the students who belong to above categories but have deposited full fees during the admission process due to unavailability of Income Certificate can apply for remission of tuition fee/refund of excess tuition fee through ERP portal. Eligible students are required to fill a Claim Form on ERP latest by 24<sup>th</sup> December 2022. Path for claim form: My Activities >> My Challans >> Claim for remission of fee.

Please send the **original income certificate duly signed by designated authority/revenue officer not below the rank of Tehsildar alongwith other required documents** as mentioned below to the Office of the Dean, Academic, Prabha Bhawan, Malaviya National Institute of Technology Jaipur, J.L.N. Marg., Malaviya Nagar Jaipur-302017 (Rajasthan) during 4.00 PM to 5.30 PM latest by 10<sup>th</sup> January 2023.

List of documents (duly signed and self-attested):

1. Claim Form (To be filled and printed from ERP Path: My Activities >> My Challans >> Claim for remission of fee).
2. Copy of Income Certificate (Annual family/parental income from all sources for Financial Year 2021-22).
3. Affidavit to be submitted by parents of the student (as per enclosed format) on stamp of Rs.50/-.
4. Income Tax Return for financial year 2021-22 (Assessment Year 2022-23).
5. Institute fee challan (fee other than hostel fee deposited at time of reporting to the institute).
6. Fee receipt of JoSAA/CSAB (Counseling fee).
7. Copy of Passbook/Cancelled Cheque of respective bank account.

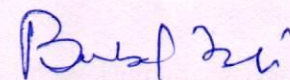
The students are also advised to kindly check with their bank that their account is operative and eligible for the claimed refund. The process of refund will be initiated after the receipt of funds from JoSAA/CSAB, tentatively in January/February 2023.



Dy. Registrar (Academic)

Copy to:

1. All Head of the Departments.
2. 1<sup>st</sup> Year Coordinator.
3. Deputy Registrar (Academic)/Assistant Registrar (Academic).
4. Assistant Registrar (Accounts).
5. PS to Director.
6. PA to Registrar.
7. Webmaster MNIT Jaipur for uploading on the Institute website.
8. All Notice Boards (Institute/Hostels).
9. Guard File (F. No. F.4/F-I-1/21-22-Acad-Accts.).



Assistant Registrar (Academic)