



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्र प्रदेश

**NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH**

Near National Highway No. 216 A, Kadakatla, Tadepalligudem – 534101

West Godavari District, Andhra Pradesh, India

No:NITANP/SASS/SCH/2025/ 08

Date:31-07-2025

## **NOTICE**

**Sub:** Institute fee remission for II, III, IV Year B.Tech. (A.Y.2025-26) students – Reg.

All the B.Tech. (II, III, IV-year) students who are eligible to apply for the tuition fee remission (based on their parent's family income) are requested to submit filled and signed copy of the application in the prescribed format. As per the Government rules the UNRESERVED/OBC students are eligible to get the benefits of fee remission if the family income is as mentioned below.

- i) Most economically backward students (whose family annual income is below 1 Lakh (Maximum allowable income Rs.99,999/-)).
- ii) Other economically backward students (whose family annual income is between 1 lakh to 5 Lakhs (Maximum allowable income Rs.4,99,999/-)).

The students are required to submit the below-mentioned documents to the scholarship section **(Room No:010, Ground Floor, SV PATEL Central Vista) on or before 31-08-2025). This last date cannot be extended under any circumstances.**

1. Application form for fee remission **(prescribed format is attached herewith in Annexure-A).**
2. Family income certificate in the name of father or, mother (in absence of father) or guardian (in absence of parents) issued by the competent authority (as prescribed by the respective the state Governments) on or after 1<sup>st</sup> April, 2025 for the financial year 2024-25.

### **Note:**

1. As per the Government of India norms, any income certificate is valid only for one year. Hence, even though the local bodies issue the income certificate more than one year the certificate shall be **treated as valid** only for the current year of the date of issue of such certificate. For the subsequent academic years, the candidate should submit the income certificate afresh.
2. The income certificate shall not be in the name of respective student as the spirit of the income certificate is corresponding to the family income but not the individual student as per fee remission norms.
3. In case the certificate is issued without specifying the term **“Family income”**, the candidate should submit the income certificate of his/her parents individually or combinedly. In such cases, the gross income should not cross the threshold limit to 1 lakh/5 lakhs.
4. Death certificate/ certificates along with declaration by the student in the prescribed format

(prescribed format is attached in Annexure-B) are required to be submitted if father/ mother/ both the parents are not alive.

5. The component authority to issue such certificates as per the delegation of powers granted by the respective state/local government else such certificates shall be treated as invalid.
6. The applications received after the due date will not be considered.

**INCOME CERTIFICATE ISSUING AUTHORITIES IN VARIOUS STATES / UTs**

<b>S. No</b>	<b>State/Union Territory</b>	<b>Income Certificate Issuing Authority</b>
1	Andaman & Nicobar	Tahsildar
2	Andhra Pradesh	Tahsildar/Deputy Tahsildar
3	Arunachal Pradesh	District Magistrate & Collector
4	Assam	Revenue Circle Officers
5	Bihar	Circle Officer of Circle Office, Revenue Officer, Sub-Divisional Officer, District Magistrate.
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), Additional Deputy Commissioner, District Citizen Resource Information Officer
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, Deputy Commissioner,
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, The Collector
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

29	Sikkim	Special Executive Magistrate (Block Development Officers, Rural Management & Development Development, Sub Divisional Magistrate
30	Tamil Nadu	Zonal Deputy Tahsildar
31	Telangana	Tahsildar, Naib Tahsildar
32	Tripura	Deputy Commissioner of Respective Districts
33	Uttar Pradesh	Tahsildar
34	Uttaranchal	Tahsildar / SDM / City Magistrate
35	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. Block Development officer - Block Level of the concerned Blocks</li> <li>4. The Collector, Kolkata – Kolkata Municipal Corporation.</li> <li>5. The Collector, Kolkata – Student residing within Civil Jurisdiction of Hon'ble High Court, Kolkata</li> </ol> <p>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.</p>

- 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 authorities are yet to be designated. The competent authority will verify those certificates, if any.
  3. The students must fill all the details through google form mentioned below along with the application form.

**Google form Link:** <https://forms.gle/GYRQ6vriq8ahfecF8>

For any queries regarding the same contact: [scholarship@nitandhra.ac.in](mailto:scholarship@nitandhra.ac.in)

**Associate Dean, SASS  
NIT Andhra Pradesh**

**Dean, Academic Affairs  
NIT Andhra Pradesh**



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**Annexure-A**

**APPLICATION FORM FOR FEE REMISSION OF TUITION FEE FOR THE A.Y. 2025-26.**

S. No	Particulars	
1.	Name of the Student	
2.	Reg.no & Roll no.	
3.	Branch	
4.	Year & Semester: (BTech- II/III/IV)	
5.	Aadhaar number of the student	
6.	Fee Remission Category: (MEB/OEB)	
7.	E-mail ID	
8.	Mobile number of the student	
9.	Name of the Father	
10.	Father's occupation	
11.	Aadhaar number of the father	
12.	Name of the mother	
13.	Mother's occupation	
14.	Aadhaar number of the mother	
15.	Present Postal Address	
<b>17. Annual Income of Family</b>		
(i)	Father's Annual Income	
(ii)	Mother's Annual Income	
(iii)	Annual Income from other source, (if any)	
(iv)	Total Family Annual Income	

I declare that the information provided by me is true and I will abide by the rules and regulations of the institute in this connection.

**Signature of the Student  
with date**

**Signature of Father/Mother/Guardian  
with date**



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**Annexure-B**

**DECLARATION BY STUDENT**

(When either anyone or both the parents are not alive)

I, Mr./Mrs \_\_\_\_\_ Reg.No. / RollNo. \_\_\_\_\_

Semester do hereby declare that in lieu of my family income, I have submitted Income Certificate of my father/mother/guardian only as my father / mother /both father & mother is/are not alive and I am fully dependent only on my father/mother/guardian.

I, further declare that I have signed the aforesaid declaration which is true and nothing has been concealed.

**Date:** \_\_\_\_\_

**Signature of the student**

