



NITT/AO/FEES/ 2025/023

16.09.2025

Sub : Income-Based Tuition Fee Remission for 2025 Admitted B.Tech. & B.Arch. – Reg.

Undergraduate B. Tech. / B. Arch. Students (General / OBC-NCL/ General - EWS) whose family income is below Rupees **Five Lakhs** are eligible for Tuition Fee remission as per MHRD OM F.No 33-4/2014 -TS-III Dated 24th June 2016. Therefore, the first-year B. Tech. & B. Arch. Students are instructed to submit the list of documents mentioned below through the Class Representative to the Institute Fee section on or before 31.10.2025 to avail of Tuition Fee remission for the Academic Year 2025-26.

- Application form – Fee remission.
- Original Family Income Certificate issued by an authorized state government authority (as per Annexure). It should be verifiable online. The income certificate submitted should have a validity period for this July 2025 Session, and the certificate must contain the name of the parent and the student.

Note:

1. Students are instructed to submit their applications via Class Representatives (CRs). The Class CRs will consolidate the application and submit it to the Fees Section on or before 31.10.2025.
2. From 01.11.2025 to 15.11.2025, the Fees Section will verify the genuineness of the applications received and the status of acceptance given through individual student NITT Webmail.
3. The refund will be initiated once the JoSAA / CSAB 2025 amount is credited to our Institute (Expected to be credited in February 2026).
4. The Refunds will be made to the bank (account number given in the institute MIS during admission. The institute will not be responsible for the wrong entries in the bank details submitted.
5. This is a remission of Tuition Fees only, not a Fee waiver. As per the above, MHRD OM F.No 33-4/2014 - TS- III Fee Remission will take effect after verification of the required documents submitted every year.
6. Tuition fee remission will not be applicable for the semesters in which the student has no valid income certificate.
7. To avail of Tuition Fee Remission continuously during their course of study, the student has to submit a fresh income certificate once the previous income certificate's validity has lapsed.

List of documents to be submitted

- I. Income Certificate (Original)
- II. Application form

Sd/--
Assistant Registrar
(Academic)

**APPLICATION FORM FOR REMISSION OF TUITION FEE**

1.	Name of Student	
2.	Institute Roll No.	
3.	Student Category	General / OBC – NCL / General – EWS
4.	E-mail ID	
	Mobile No. (What's app Number)	
5.	i) Name of the Father	
	ii) Father's Occupation	
6.	i) Name of the mother	
7.	ii) Mother's Occupation	
8.	Present Postal Address	
9.	ANNUAL INCOME OF FAMILY	
	i) Father's Gross Annual Income	Rs.
	ii) Mother's Gross Annual Income	Rs.
	iii) Annual income from other sources, if any (i.e., Investment in bank / Post office / UTI / LIC / share / Debenture / Landed property income in the student's name, etc. If any to be mentioned)	Rs.
	Total of 9 (i) + (ii) + (iii) above	Rs.
10.	Which State or UT issued income certificate	
11.	Income certificate issued Authority.	

- 1) I will produce a fresh declaration certificate along with the income certificate for each academic year to claim the tuition fee exemption.
- 2) I hereby declare that the information I provided in the application form is the same as in the supporting documents. If any discrepancy or suppression of fact by me or part is detected later, I shall be responsible for that, and my claim for fee remission will stand automatically cancelled, and disciplinary action may be taken against me by the Institute.
- 3) I am willing to avail of income-based tuition fee remission for 2025 - 26.

Yours faithfully

Signature of the student

(With date)

**Annexure**

Sl.No.	State	Providing Authority
1.	Andaman and Nicobar Islands	Concerned Tehsildar
2.	Andhra Pradesh	Mandal Revenue Officer
3.	Arunachal Pradesh	Tehsildar, Department of District Collectorate
4.	Assam	Concerned Office of the Circle Officer
5.	Bihar	Zonal Officer/SDO/District Magistrate
6.	Chandigarh	Deputy Commissioner's Office
7.	Chhattisgarh	SDM Offices
8.	Dadra and Nagar Haveli	Mamlatdar office/Collector office
9.	Daman and Diu	Mamlatdar office/Collector office
10.	Delhi	Deputy Commissioner/ Sub-District Magistrate/ Sub-Divisional Magistrate
11.	Goa	Deputy Collector/Sub-Divisional Officer
12.	Gujarat	Tehsil/Revenue Officer
13.	Haryana	SDM of the concerned Subdivision or Deputy Commissioner of the concerned district
14.	Himachal Pradesh	Concerned Revenue Officer
15.	Jammu and Kashmir	Tehsildar/Revenue Department Authorities
16.	Jharkhand	Department of Revenue, Land Reforms and Registration
17.	Karnataka	Deputy Tehsildar and Tehsildar
18.	Kerala	Tehsildar or above a higher rank
19.	Ladakh	Revenue Department
20.	Lakshadweep	Tehsil /Revenue/Circle Office
21.	Madhya Pradesh	Tehsil/Revenue/Circle Office
22.	Maharashtra	Tehsildar/Naib Tehsildar/Sub-Divisional Officer
23.	Manipur	District Administration Office/ Sub-Division Office/ Circle Office
24.	Meghalaya	Office of the Deputy Commissioner
25.	Mizoram	Office of the Deputy Commissioner
26.	Nagaland	Office of the Commissioner, Nagaland / District Administration / District Magistrate
27.	Odisha	District Magistrate/ADM/SDO/Tahsildar
28.	Puducherry	Tehsildar/Revenue Department Authorities
29.	Punjab	Tehsildar at Revenue Department Office
30.	Rajasthan	Respective Tehsil/Block/Revenue Office
31.	Sikkim	District Administrative Centre
32.	Tamil Nadu	Taluk Office
33.	Telangana	Tehsil/Revenue Office
34.	Tripura	Municipal/Block Development Office
35.	Uttar Pradesh	Tehsildar/Revenue Department Authorities
36.	Uttarakhand	Respective Tehsil /Revenue/Circle Office
37.	West Bengal	District Welfare Office/SDO/BDO

Note: You must fulfil the respective state authority-issued income certificate; it is only accepted.