



भारतीय प्रौद्योगिकी संस्थान खड़गपुर  
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR  
शैक्षणिक (पूर्व स्नातक) अनुभाग / ACADEMIC (UG) SECTION

Date : 13.11.2015

## NOTICE

### Sub : MCM Scholarship 2015-16 (FRESH) - against Residual Vacancies.

NOTICE FOR MCM SCHOLARSHIP-2015-16 – FOR *FRESH APPLICANTS* from 2<sup>nd</sup> year onwards 2011 batch (B.Arch. & 5-Yr.Int. M.Sc only), 2012, 2013 & 2014 batch of B.Tech., Dual Degree, B. Arch. & 5-Yr.Int. M.Sc.).

Applications are invited to fill up residual vacancies of MCM Scholarship & Free-studentship which may likely to arise for the Session 2015-16 for the UG Students of 2<sup>nd</sup> year onwards.

Please note that Applicants should not be recipients of any other Scholarship/ Stipend/ Financial Assistance / Fellowship etc. from any source. Students meeting the eligibility criteria are advised to download the application form with relevant enclosures, guidelines etc. from Institute webpage, [www.iitkgp.ac.in](http://www.iitkgp.ac.in) > click on for students> Notice & Application Form of MCM Scholarship (residual vacancies for 2<sup>nd</sup> year onwards) 2015-16 from 16.11.2015 to 15.01.2015. Eligibility Criteria and other details regarding MCM Scholarship are available in the same webpage.

LAST DATE FOR SUBMISSION OF APPLICATION at Academic (UG) Section with all requisite documents is : 15<sup>th</sup> January '2016.

**N.B.** : Students who have a backlog /unregistered in any subjects including in EAA during 2014-15, punished by Institute Disciplinary Committee , already in receipt of any other scholarship, are NOT ELEGIBLE FOR MCM SCHOLARSHIP and Free studentship for 2015-16.

.....  
Assistant Registrar (UGS)

### NOTICE BOARD

Copy to : All HODs/ Warden, Hall of Residence, Dean(UGS), Dean(S/A), Chairman, ERP Divn. Chairman HMC, President, TSG, Librarian, PIC, I. I. Cell, Director's Office, Registrar's Office.



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No.IIT/ACD/(UG)/MCM Schol/2015-16  
Date: 13<sup>th</sup> November, 2015

**ELIGIBILITY FOR MCM SCHOLARSHIP**

**MERIT CRITERION :**

(For B.Tech./B.Arch. Dual Degree/5-Year Int. M.SC. Course – 2<sup>nd</sup> year and above). The students' academic performance in the two consecutive semesters of the preceding Session (2014-15) i.e. the GPA (Credit based weighted average) of preceding two semesters as updated after the Supplementary Examination which followed the Session, must not be lower than 7.00 without any back log /unregistered subject(s) and clearing all prescribed credit requirements during the session 2015-16. Students who have backlog / unregistered in any subject(s) and could not cleared during the same session i.e. in 2014-15, they cannot apply for MCM Scholarship & Free studentship as Fresh for 2015-16.

**MEANS CRITERION :**

(For B. Tech./ B.Arch./Dual Degree ., Int. M.Sc. course). The Gross Annual Income of a student's parents/ guardian and his family from all sources in the preceding financial year of 2014-15 (from 1<sup>st</sup> April 2014 to 31<sup>st</sup> March, 2015) must not exceed Rs.4,50,000/- (Rupees four lakhs fifty thousand only)

**N.B. :** Those students against whom Disciplinary Action have been taken or pending against them during the preceding year ( i.e. in 2014-15) or they have been punished by the competent authority under examination malpractice and involved in violation of code of conduct in Institute/Hall of Residence/Department /Gymkhana, are NOT ELEGIBLE FOR AWARD OF MCM SCHOLARSHIP & FREE STUDENTSHIP for the year 2015-16.

Contd...2

## **ELIGIBILITY FOR FREE STUDENTSHIP (Only Tuition Fee Waiver) :**

Those students who satisfy the specified "Means Criterion" as stated above , but do not satisfy prescribed "Merit Criterion", may be granted exemption from payment of Tuition Fee, subject to approval on merit\* of each case by the competent authority subject to clearing all prescribed credit requirement during the session 2014-15 and having no backlog /unregistered subject(s).

\*For availing such Free studentship, students' academic performance in the two consecutive semesters of the preceding Session (2014-15) i.e. the GPA (Credit based weighted average) of preceding two semesters as updated after the Supplementary Examination which followed the Session, **must not be lower than 6.00** without any back log /unregistered subject(s) and clearing all prescribed credit requirements during the session 2014-15.

## **APPLICATION FORMS**

Eligible Students are advised to obtain the MCM Scholarship Application Forms, along with format of Guardians' Income Certificate as applicable according to their guardians' occupation by downloading from Institute website : [www.iitkgp.ac.in](http://www.iitkgp.ac.in) Click on > For Students > Notice and Application Form for MCM Scholarship for filling up residual vacancies (2<sup>nd</sup> year onwards).

## **SUBMISSION OF SCHOLARSHIP APPLICATIONS**

Filled Application forms duly enclosing the attested copies of their Guardians' Annual Income Certificate as applicable according to their guardians' occupational status (i.e. If Service then Salary Certificate, Annex- II (Form-A) with other relevant enclosures/ if Business , Agriculture etc. then Affidavit , Annex- III, (Form-B) with other relevant enclosures /if Pensioner, then Pension Certificate Annex-IV (Form-C) with other relevant enclosures as applicable, as stated in the Annexure-I (List of Documents), to be submitted to the Academic (UG) Section (Scholarship Group) on or before 15<sup>th</sup> January '2016) by hand. Incomplete applications or applications submitted beyond the last date are liable to be rejected.

**No Application will be Entertained Under Any Circumstances Beyond, 15<sup>th</sup> January '2016.**

.....  
**Assistant Registrar (UGS)**

## **NOTICE BOARD :**

Copy to : 1) All HODs/HOCs/WARDENS, HALL OF RESIDENCE – With the request to kindly bring it to the notice of the students concerned. (2) Dean (UGS) (3) Dean (S/A) (4) Chairman, HMC (5) Chairman, ERP Cell (6) PIC, Instt. Informaion Cell (7) President, T.S.G. (8) Chairman, Central Library (9) All the Members of MCM Scholarship Committee (10) PSM, ACSSC (11) Sr. Supdt., Director's Office (12) Sr.Supdt., Registrar's Office (13) Vice-President , TSG (14) Circular File.



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BROAD FEATURES AND GUIDELINES OF MERIT-CUM-MEANS (MCM) SCHOLARSHIP FOR  
RESIDUAL VACANCIES FOR THE STUDENTS OF THE ACADEMIC SESSION 2015-16.

**A)** A Cash Scholarship of the value of Rs.1000/- p.m. will be awarded to all categories of students who satisfy both the prescribed Merit & Means Criteria.

**B)** ii) Besides, all MCM Scholarship recipients (General/OBC Categories students only) will be entitled to Tuition Fees waiver (through reimbursement) for both the semesters. They shall however be required to pay all other prescribed fees.

**C) BASIS TO DECIDE GUARDIANS' GROSS ANNUAL INCOME :**

**i) FOR SALARIED PERSON AND PENSIONER** (i.e. students parents/guardian(s) who is/are in employment) total emoluments including all allowances, D.A., D.P./ HRA, honorarium, bonus special pay, arrears etc. received in the financial year **2014-15** (from **1<sup>st</sup> April 2014** to **31<sup>st</sup> March, 2015**) shall be taken into account for computing **GROSS ANNUAL INCOME** of the employee/ pensioner : **(Attested Copy of IT Form 16 to be issued by the concerned Employer must be enclosed with prescribed Annual Salary Certificate as given in Form 'A'-Annexure-II and to be attached with MCM Scholarship Application for the purpose).**

**ii) NON-SALARIED PERSONS** : such as Businessman, Medical/Legal Practitioner, Agriculturist, Investors, Consultant, Contractor, Private Tutor, Retired without Pension, Self-employed person etc. (Other than Salaried Class and Pensioners) their Gross Annual Income for the financial year **2014-15** (from **1<sup>st</sup> April 2014** to **31<sup>st</sup> March 2015**) will be taken into consideration for computing their Gross Annual Income. Such persons required to submit : **(a)** Annual Income Affidavit on Non-Judicial Stamp as stated in Annexure-IV (**mandatory**). **(b)** Attested copy of Income Certificate to be issued from Local District Authorities like S.D.O./ B.D.O./M.R.O./TAHASILDER, Mayor/Chairman, Municipal Corporation /Gram Panchayet etc. (**mandatory**). **(c)** Attested copy of Income Tax Return (ITR) etc. as applicable, in prescribed form alongwith MCM Application – if applicable.

**iii) FOR PENSIONER/FAMILY PENSIONER** : Total amount received as pension including income from other source during financial year **2014-15** (from **1<sup>st</sup> April 2014** to **31<sup>st</sup> March, 2015**) will be taken into consideration for computing their Gross Annual Income of a Pensioner. Such persons required to submit : **Annual Pension Certificate** as per prescribed Form 'C'- Annexure-IV (**mandatory**) **Income & Non-employment Certificate** for the year **2014-15** to be issued from Local District Authorities like S.D.O./B.D.O./M.R.O./TAHASILDER, Mayor/Chairman, Municipal Corporation /Gram Panchayet etc. (**mandatory**).

Attested copy of Income Tax Return (ITR) etc. as applicable, in prescribed form alongwith MCM Application - if applicable.

**NOTE :** While computing the Total Income, the Gross Annual Income from all sources of both parents will be taken into consideration for applying the Means Test for all the classes.



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APPLICATION FORM FOR MERIT-CUM-MEANS SCHOLARSHIP & FREE STUDENTSHIP  
for the year 2015-16 for **RESIDUAL VACANCIES** (2<sup>nd</sup> year onwards).

**LAST DATE OF SUBMISSION: 15<sup>th</sup> January '2016**

**N.B.: Before filling the form, read carefully the enclosed Notification, "List of Documents to be Submitted (Annexure-I) along with the application form to be download from Institute Web Page.**

1. Name of Applicant :

2 (i) Institute Roll No : (ii) Hall & Room No. :

**Category** : (GE/OBC/SC/ST/PH) [*Tick as applicable and Delete which is not applicable*].

3. e-mail ID & Mobile Ph.No. of the student, if any :

4. **MERIT STATUS** for B.Tech./B.Arch., Dual Degree/5-year Int. M.Sc. course – 2<sup>nd</sup> year and above.

i) (GPA(Credit based weighted average) of preceding two semesters  
i.e. GPA of Autumn & Spring Semester – 2014-15 without any backlog):  
(To be filled up by Academic Section ) : \_\_\_\_\_

**MEANS STATUS**

**ANNUAL INCOME OF FAMILY :**

5. i) Father's Gross Annual Income : Rs.

ii) Mother's Gross Annual Income (if any) : Rs.

iii) Annual Income from other source ,if any : Rs.

(i.e. Investment in Bank/ Post Office/UTI/LIC/  
Share/Debenture/Landed property/  
Income in the name of student etc. if any  
to be mentioned)

**TOTAL of 6 (i) + (ii) + (iii) above** : Rs.

**Father's/ Guardian's Occupation** : .....

Write specific present occupation against Col.6 above Such as SERVICE/ BUSINESS/  
AGRICULTURE /PENSIONER/ LEGAL PRACTITIONER/ MEDICAL PRACTITIONER  
/RETIRED WITHOUT PENSION/CONSULTANCY/AGENCY/PRIVATE TUTOR/ SELF  
EMPLOYED/ ANY OTHER (Delete which is not applicable).

Contd...2

- 7) Mother's occupation :  
(If employed, Salary Certificate as stated in Form "A" (Annex-III) with attested copies of Income Tax documents for the current year to be enclosed duly filled in)
- 8) i) Name of Father :  
ii) Name of Mother :  
iii) Name of Present Guardian :  
(if parents are not alive and his relationship with student.  
Legal documents for such guardian, to be enclosed)
- 9) Present Postal Address :

**Following Documents to be submitted as per Guardians' Occupational Status**

**A) if Employed : In Govt. or Pvt. Service**

(Income/Salary Certificate in Form 'A' as stated in Annexure-II to be enclosed duly filled in along with attested copies all Income Tax documents for the current year, as asked in the item 1 a & b of Annexure-I 'List of documents to be submitted') to be enclosed.

**B) if Businessman/ Agriculture/Medical/Legal Practitioner/ Retired without Pension/Self-Employed/Private Tutor/Consultant /Agent etc. :**

(Affidavit for Family Annual Income as per format given in Form 'B'– Annex-III along with Annual Income Certificate from Govt. authority **which are mandatory.**

Income Tax documents etc. as asked in the item 2 a & b of Annexure-I 'List of documents to be submitted') to be enclosed)

**Following to be filled in case of Businessman, Medical/Legal Practitioner/Consultant/Agent etc. as applicable:**

- i) Name & Address of Firm /Organisation/Shop :  
ii) Nature of Business/Trade :

**if Pensioner :**

(PP Certificate in Form 'C' as stated in Annex-IV with all relevant documents as asked in the item

- i) Name & Address of Ex-Employer :

**10) Declaration**

*I declare the following :*

- i) *No disciplinary action has been taken against me by Institute in the preceding session*  
ii) *I am not in receipt of any other Scholarship/Stipend /Fin. Assistance etc.from any other source.*  
iii) *I have no Back-log /unregistered subject(s)in the preceding session 2014-15, not failed in any subject at any stage and cleared all the prescribed curriculum upto preceding session.*

*Further I/we aware that, if at any stage, the information/statement given above, are found false/incorrect, my candidature will automatically be rejected and I shall bound to refund the entire amount( if paid to me towards MCM Scholarship & Free studentship) to the Institute immediately.*

\_\_\_\_\_  
SIGNATURE OF FATHER/GUARDIAN WITH DATE

\_\_\_\_\_  
SIGNATURE OF THE STUDENT WITH DATE

**Enclo :** Guardian's/ Annual Salary/Income Certificate/Affidavit in prescribed form with all requisite Income Tax documents for current year as asked. **(Delete which is not applicable)**

**LIST OF DOCUMENTS TO BE SUBMITTED**

FOLLOWING DOCUMENTS TO BE SUBMITTED ALONG WITH MCM SCHOLARSHIP APPLICATION (FRESH/RESIDUAL) FOR 2015-16 for different Classes of Guardians' Occupation

**1) For Salaried Class ( Guardians' who are in Service either Govt. or Private)**

a) Salary Certificate for the Financial Year 2014-15 (from 01.04.14 to 31.03.15) in prescribed Form 'A' given in Annexure II (to be downloaded from Institute Web page > Quick Links >For Students) duly sealed/ stamped by the Salary Disbursing Officer.

b) Attested Copy of IT Form 16 to be issued by employer for the year 2014-15 (Assessment Year 2015-16): **SUBMISSION OF THESE TWO DOCUMENTS ARE MANDATORY.** Pl. note that Low income group of salaried class people, who need not submit IT Form 16, they have to submit an attested copy of Income Certificate from local District Authorities like S.D.O./B.D.O./M.R.O./TAHASILDER/Chairman/Executive Officer of Municipal Corporation etc. instead of IT Form 16.

**2) For Non-Salaried Class (Guardians who are Not in Service such as Businessmen, Agriculture/ Legal or Medical Practitioners, Consultants, Private Tutors, Retired without Pension/Agent/ Self-employed persons. etc).**

a) An Annual Income Affidavit for the financial year 2014-15 in a Non-Judicial Stamp for Rs.20/- sworn in before preferably a First Class Magistrate / Notary Public as per the format given in Form "B" Annexure III. (to be downloaded from Institute Web page < Quick Links > For Students).

b) Attested Copy of Income Certificate from local District Authorities like S.D.O./B.D.O./M.R.O./TAHASILDER/Chairman/Executive Officer of Municipal Corporation etc. in addition to Income Affidavit and other documents as stated above.

**N.B.:SUBMISSION THESE TWO DOCUMENTS as stated in 2 (a & b) above, ARE MANDATORY FOR ANY CLASS OF OCCUPATION IN CASE OF NON-SALARIED GUARDIANS (such as Agriculture, Business class, self-employed, Legal/Medical Practitioners/Retired without Pension/Private Tutors/Contractors/ Consultants/ Agent etc.)**

c) Attested copies of ITR Form/IT Return as applicable (to be attested by a Govt. Officer), for the year 2014-15 (Assessment Year 2015-16) duly stamped/sealed from concerned Income Tax Office if available. This can be submitted as an additional documents.

Copy of Registration Certificate must be submitted in case of Medical Practitioner and Legal Practitioner. Those who retired without Pension, they have to submit Retirement/Termination/ Superannuating letter/documents/papers etc. in addition to Income Affidavit, Income & Non-employment Certificate from local District Authorities like S.D.O. / B.D.O. /M.R.O./TAHASILDER, Local Municipal Corporation etc , Income Tax documents, if applicable, as stated in item 2) a, b, & c above.

**3) For Pensioners/Family Pensioners :**

a) Annual Pension Payment Certificate for the year 2014-15 in prescribed For 'C' given in Annexure IV (to be downloaded from Institute Web page > Quick Links >For Students) to be issued by the Pension Disbursing Officer.- **THIS IS MANDATORY.**

b) An Income & Non-employment Certificate from local District Authorities like S.D.O. / B.D.O. /M.R.O./TAHASILDER, Chairman/ Executive Officer of Municipal Corporation etc. for the year 2014-15 also to be submitted in addition to other documents as stated in item 3) a & b above.

**SUBMISSION THESE TWO DOCUMENTS as stated in 3 (a & b) above, ARE MANDATORY FOR THE GUARDIANS WHO ARE EITHER PENSIONER OR FAMILY PENSIONER.**

c) Copy of PPO, Superannuating/Retirement/Termination letter and attested copies of I.T. Documents, if any (such as ITR Form / IT Form 16, IT return etc. for the current year, if applicable).

**FORM – A**

**ANNUAL INCOME CERTIFICATE FOR THOSE GUARDIANS WHO ARE IN SERVICE (Govt or Pvt.)**

**PART – I : Income from Salary**

1. Name and Address of the Employer :

2. Certified that \_\_\_\_\_ is employed in this organisation in the Post of \_\_\_\_\_, (Designation held by the employee) and that the break-up of his Gross Annual Income from Salary received in the financial year \_\_\_\_\_ is as follows :

<b><u>ITEM</u></b>	<b><u>TOTAL Amount for 12 months</u></b>
i) Basic Pay :	
ii) D/Pay :	
iii) DA/ADA/Relief :	
iv) H.R.A. :	
v) Special Pay & Honorarium, Bonus, : Arrears, etc. if any	
vi) Other Allowances, if any :	

**TOTAL = Rs.** \_\_\_\_\_

Employer's Signature :

Designation :

Date :

**(Official Seal)**

N.B. 1): All the entries as stated in Column 2 above must be supported by attested copy of IT Form 16 for the corresponding year.(current year).

2) Guardians whose annual gross income is low and need not submit IT Form16, they have to submit (i) a certificate from Employer/Salary disbursing officer sating that their annual income is Not Taxable and they need not produce IT Form 16 and (ii) Annual Income Certificate for 2014-15 from Local district authority as stated in Col.2(b) of Annexure-II : **These two documents are Mandatory for Low Income Group who could not submit Income Tax documents.**

Contd...2



**PART – II : Income from other sources**

**DECLARATION BY THE FATHER /GUARDIAN OF THE STUDENT**

I declare that my/my family's Annual Income from other sources during the financial year \_\_\_\_\_ was as follows in addition to my Salary Income:

**Income from :**

- a) Landed Properties (Certificate from Tahsilder/Gram Panchayat) : Rs.
- b) Agriculture : Rs.
- c) Investment in Bank/Post Office/Unit Trust etc. : Rs.
- d) Share Certificates/Debentures : Rs.
- e) Other sources : Rs.

Total = Rs. \_\_\_\_\_

plus Total of Salary Income as stated in item No.2) i to vi of Part-I Rs.  
(Pl. see pre-page)

**Gross Annual Income = Rs. \_\_\_\_\_**

Further I declare that the information given above are true. I understand that the Merit-cum-Means Scholarship/Free Studentship/ if awarded to my son/daughter , is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology, Kharagpur, without assigning any reason. If subsequently (after award of MCM Scholarship to my ward) it is found that he/she has been granted any other Scholarship/Stipend /Fin. Assistance etc. by any Govt./Non-govt. organisation for the same period, I shall bound to refund the entire amount of Scholarship/ Free studentship/ Stipend/ Financial Assistance etc .to the scholarship awarding authority immediately. I shall also be personally held responsible for the refund of the Scholarship/Free studentship amount (paid to my son/daughter by the Institute) in the event of any information in this declaration and also in the enclosed scholarship application form, being proved incorrect/ false later on.

Date : Signature of the Father /Guardian :  
Full Name :  
Address with Pin Code :  
Phone No., if any :

FORM – B

**FORMAT OF INCOME AFFIDAVIT**

(FOR USE OF THOSE GUARDIANS WHO ARE NOT IN EMPLOYMENT ANYWHERE AND DERIVES INCOME FROM SOURCES OTHER THAN SALARY/PENSION)

(To be submitted on Non-Judicial Stamp paper of Rs.20/- and sworn in before a First Class Magistrate/Notary Public)

I, Shri/Smt. \_\_\_\_\_ a resident of \_\_\_\_\_

solemnly declare that :

My son/daughter Shri/Miss \_\_\_\_\_ is currently studying at the Indian Institute of Technology, Kharagpur, in 4-year B.Tech.(Hons.) / 5-Year Dual Degree / 5-Year B.Arch.(H) / 5-Year M.Sc. / 2-Year M.Sc. Courses in the Branch of \_\_\_\_\_

He/She is an applicant for the award of Merit-cum-Means Scholarship / Free Studentship for the Academic Year \_\_\_\_\_.

I declare that my spouse is employed/not employed and that the Annual Income of my family in the Financial Year \_\_\_\_\_ i.e. during the period from 1<sup>st</sup> April, \_\_\_\_\_ to 31<sup>st</sup> March, \_\_\_\_\_ was as mentioned hereunder (Supported by document) :

(A) From my own profession as indicated :

- |   |                       |
|---|-----------------------|
| i) Income from Business/Medical practice<br>Legal Practice/Engineering Consultancy etc.                   | Rs. _____ p.a.        |
| ii) Income from Agriculture   | Rs. _____ p.a.        |
| iii) Income from Landed Properties  | Rs. _____ p.a.        |
| iv) Income from Investment in Bank/Post Office etc.   | Rs. _____ p.a.        |
| v) Income from Share Certificates/Debentures  | Rs. _____ p.a.        |
| vi) Income from any other sources(i.e. Retirement Benefits for VRS/VSS etc., if any)                      | Rs. _____             |
| (B) Income of my wife/husband (if any)<br>( if employed, Salary certificate from Employer to be enclosed) | Rs. _____ p.a.        |
| (C) Income in the name of my son/ward (if any)  | Rs. _____ p.a.        |
| <b>GROSS TOTAL INCOME (A+B+C) :-</b>  | <b>Rs. _____ p.a.</b> |

Contd...2

Further I declare that the information given above are true. I understand that the Merit-cum-Means Scholarship/Free Studentship/ if awarded to my son/daughter , is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology, Kharagpur, without assigning any reason. If subsequently (after award of MCM Scholarship to my ward) it is found that he/she has been granted any other Scholarship/Stipend /Fin.Assistance etc. by any Govt./Non-govt. organisation for the same period, I shall bound to refund the whole amount of Scholarship/Free studentship/Stipend/Financial Assistance etc .to the scholarship awarding authority immediately. I shall also be personally held responsible for the refund of the Scholarship/Free studentship amount (paid to my son/daughter by the Institute )in the event of any information in this declaration and also in the enclosed scholarship application form, being proved incorrect later on.

\_\_\_\_\_  
(Signature of Father/Guardian)

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_\_ and signed.

(SEAL)

\_\_\_\_\_  
Signature of First Class Magistrate /Notary Public

FORM – C

(FOR PENSIONER/FAMILY PENSIONER ONLY)

(INCOME /SALARY CERTIFICATE FOR THOSE GUARDIANS WHO ARE IN PENSION  
(RETIRED FROM SERVICE OR THEIR WIVES ARE GETTING FAMILY PENSION

PART – I : Income from Pension / Family Pension

1. Name and address of the Ex-Employer :  
with P.P.O. No.
  
2. Certified that \_\_\_\_\_ was  
employed in this Organisation/superannuated from in the capacity of  
\_\_\_\_\_ (post held by the retired employee) and that the  
break-up of his/her Annual Income from Pension /Family Pension received in the  
financial year \_\_\_\_\_ is as follows :

<u>ITEM</u>	<u>TOTAL Amount for 12 months</u>
i) Basic Pension/F. Pension :	
ii) Dearness Relief :	
iii) Other Allowances, Arrears, if any :	
Total : _____	
Signature of Ex-Employer/Pension Disbursing Authority : _____	
Designation : _____	

Date :

(Official Stamp)

Contd...2

PART – II : **Income from other sources**DECLARATION BY THE GUARDIAN

I declare that my/my family's Annual Income from other sources during the Financial Year \_\_\_\_\_ was as follows in addition to my pension income :

Income from :

- |    |   |       |
|----|---|-------|
| a) | Landed Properties (Certificate from Tahsilder/Gram Panchayat) | : Rs. |
| b) | Agriculture   | : Rs. |
| c) | Investment in Bank/Post Office/Unit Trust etc.                | : Rs. |
| d) | Share Certificates/Debentures                                 | : Rs. |
| e) | Other sources   | : Rs. |

Total= \_\_\_\_\_  
Rs.

Plus Total of Pension Income as stated in item No.2) (i to v) of Part-I Rs.  
( Pl. see pre-page)

**Gross Annual Income = \_\_\_\_\_  
Rs.**

Further I declare that the information given above are true. I understand that the Merit-cum-Means Scholarship/Free Studentship/ if awarded to my son/daughter , is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology, Kharagpur, without assigning any reason. If subsequently (after award of MCM Scholarship to my ward) it is found that he/she has been granted any other Scholarship/Stipend /Fin.Assistance etc. by any Govt./Non-govt. organisation for the same period, I shall bound to refund the whole amount of Scholarship/ Free studentship/ Stipend/ Financial Assistance etc .to the scholarship awarding authority immediately. I shall also be personally held responsible for the refund of the Scholarship/Freestudentship amount (paid to my son/daughter by the Institute )in the event of any information in this declaration and also in the enclosed scholarship application form, being proved incorrect later on.

Date : \_\_\_\_\_  
Signature of the Father/Guardian : \_\_\_\_\_  
Full Name : \_\_\_\_\_  
Address with Pin Code : \_\_\_\_\_  
Phone No: ) if any) : \_\_\_\_\_

**N.B. : Those Pensioners who need not to file Income Tax Return (ITR) due to Low Annual Pension/Income, they must have to submit an Income & Non-Employment Certificate for 2013-14 from local District Authorities like S.D.O. / B.D.O. /M.R.O./ TAHASILDER, Anchal Officer, Chairman/Executive Officer of Municipal Corporation etc. as applicable along with Annual Pension Certificate duly filled in as per above stated format (Form-C, Annexure- IV)**