



பாரதியார் பல்கலைக்கழகம்
BHARATHIAR UNIVERSITY
COIMBATORE - 641 046, TAMILNADU, INDIA

| State University | Accredited With A** Grade - 3.63 CGPA by NAAC | 15th Rank among Indian Universities by MoE-NIRF |

From
The Registrar
Bharathiar University,
Coimbatore - 641 046

To
All Heads of Department,
All Academic / Administrative Staff Members,
Bharathiar University,
Coimbatore - 641 046

F.O. /A5/ I.T-Worksheet-1/ 2023-2024 Date: 07-09-2023

Sir / Madam,

Sub: Submission of Income Tax Work Sheet - Financial Year 2023-2024 - reg.

It is informed that, as statutory, the Income Tax for the Financial Year 2023-2024 is deducted at source from the monthly salary of the staff from **March 2023 onwards**. It is compulsion on the staff to submit the Income Tax worksheet if he/she draw **Gross Income of Rs.42,000/-p.m (or) more**.

As per the Income Tax Act, the individuals are allowed to claim deduction u/s viz.

Sl.No	Section(s) of Income Tax	Particulars
01	80C	Maximum Deduction 1,50,000/- LIC Housing Loan Principal , Fixed Deposit, Shares, Tuition Fee for maximum two children is eligible for deduction u/s 80C
02	80U	Handicapped Allowance
03	80D	Medical Insurance Premium you can claim maximum deduction of Rs.25,000/-
04	80E	Interest on Higher Studies Education Loan
05	10 (13A)& Rule 2A	House Rent Allowance
06	Housing Loan	Certificate from the Bank on Payment of Interest Certificate
07	Honorarium	Self Explanatory - To be mentioned in the worksheet
08	Remuneration	Self Explanatory - To be mentioned in the worksheet
09	Any other Income	Not included in any of the above - To be mentioned in the worksheet

- All the supportive documents are to be appended in **ORIGINAL along with** the IT Work Sheet
- The last date for submission of Income Tax Work Sheet is 08th December 2023.**
- Tentative Work Sheet form can be downloaded from Bharathiar University **Online login Link**
[https://fms.b-u.ac.in/employee-login_\(or\)_Bharathiar](https://fms.b-u.ac.in/employee-login_(or)_Bharathiar)
University website -Online payment-University Employee Login.(User ID : Employee No. Pass Word: PAN NUMBER)
- The salary for the month of February 2023 will be paid only after the receipt of duly filled-in Income Tax Worksheet with relevant enclosures
- Form 16 will issued the staff who have submitted the IT worksheet

This may be circulated among the staff members working in your Department / Section.



[Handwritten Signature]
Registrar i/c
7/7

- Copy to: 1. P.S to the Vice -Chancellor Committee Members
2. P.A to the Registrar
3. The Co-Ordinator, Data Centre BU (with a request to upload the Circular in BU Website)
4. The Director, P.G, Extension Centre, Perundurai, Erode