



KAKATIYA UNIVERSITY

WARANGAL - 506 009 TELANGANA STATE

INCOME TAX RETURNS 2017 - 2018

Assesment Year 2018 - 2019

PROFORMA - A

PAN No.

Cell No.

Mail ID :

- a) Name
- b) Designation
- c) Department / Office

1. Income from Salary

(Bill-Wise particulars to be furnished in the Proforma enclosed)

- i) Pay : Rs.
- ii) A.G.P. : Rs.
- iii) Special Pay : Rs.
- iv) D.A. : Rs.
- v) H.R.A. : Rs.
- vi) C.C.A. : Rs.
- vii) Interim Relief : Rs.
- viii) Deputation Allowance : Rs.
- ix) Adhoc D.A. / G.P.F. : Rs.
- x) Part-time Allowance / Regular / Self-Finance : Rs.
- xi) Other Allowance such as Local / Warden's / Principal's /
Extra Duty / NSS / any administrative positions etc. : Rs.
- xii) Arrears : Rs.
- xiii) Examination remuneration Valuation / Camp Officer / Coding /
Tabulation / Observer / Examiner Theory & Practicals including
sitting fee and any income from any other sources, viz, SDLCE
including entrance examination etc. : Rs.
- xiv) Instalment of CDA / DA etc. under various accounts
drawn including interest : Rs.
- xv) Surrender of Earned Leave : Rs.
- xvi) Others : Rs.

NOTE :

- a) Conveyance allowance need not be included.
- b) Salary drawn for encashment of leave should be included
except in the case of employees on retirement in respect
of whom leave encashment drawn not exceeding Ten (10)
months salary is exempted under Section 10 (AA) : Rs.

TOTAL : Rs.

Deduct :

2. Exempted portion of HRA under Section 10(13A) and
Rule 2A of the Act. (Please see note at the end) : Rs.
- A. Gross Salary (1-2) : Rs.
- B. Deduction of Professional Tax or Tax on employment
(Section 16(iii)) : Rs.
3. Salary Income (A-B) : Rs.

4. DEDUCTION UNDER SECTION 80 & 192-B

- a) Deduction in respect of Medical Insurance premia under Section 80-D (Upto Rs. 25,000/- is admissible) and Addl. Amount of Rs. 30,000/- for parents : Rs.
- b) Deduction in respect of Medical Treatment etc., of Handicapped dependents under Section 80-DD (Upto Rs. 75,000/- is admissible) Rs. 1,25,000/- in case of severe disability) (subject to production of Medical Certificate as Prescribed) : Rs.
- c) The Deduction in respect of Medical Treatment of the assessee or dependent under section 80-DDB is admissible upto Rs. 40,000/- : Rs.
- d) The Deduction in respect of interest paid against loan taken for his own, spouse, and children's higher education under section - 80E (Actual amount of interest paid on loan for initial year plus 7 years. : Rs.
- e) Deduction in the case of permanent physical disability including blindness under Section 80-U (Upto Rs. 50,000/- is admissible) Rs. 1,00,000/- in case of severe disability) (subject to productions of Medical Certificate as prescribed.) : Rs.
- f) The TS Chief Minister Cyclone Relief Fund 80 G and donations to certain specified funds and recognized charitable institutions : Rs.
- g) Deduction for interest paid on Loan Taken for construction / purchase of self occupied house property U/S 192/B (from 12-C, should be submitted to claim the deduction) : Rs.
 - i) If the house is built or purchased before 1-4-1999 actual interest or Rs. 30,000/- which ever is less.
 - ii) If the house is built on or after 1-4-1999 and completed within three years from the end of the financial year in which Loan is borrowed actual interest or Rs. 2,00,000/- which ever is less

TOTAL DEDUCTIONS (a+b+c+d) : Rs.

5. Salary Income (3 - 4) before deduction under Section 80-C : Rs.

6. Qualifying amount for deduction U/S 80-C (Upto a maximum deduction of Rs. 1,50,000/-

- A) i) Contribution to Pension Fund introduced by LIC : Rs.
- ii) Contribution to Provident Fund : Rs.
- iii) T.S.L.I.F. Premia : Rs.
- iv) Life Insurance Premia : Rs.
- v) C.T.D. (only 10 or 15 yeas account in a Post Office Savings Bank period / Name of the Post Office to be specified (National Savings Certificate-VIII issue) : Rs.
- vi) Contribution to Unit-Linked Insurance (ULIP) : Rs.
- vii) Contribution of Public Provident Fund / G.P.F. : Rs.
- viii) Group Insurance Premium : Rs.
- ix) Jeevan Dhara / Jeevan Akshay / NSS : Rs.
- x) Mutual Fund Schemes : Rs.
- xi) Interest on NSS Certificates : Rs.
- xii) Repayment of Housing Loan : Rs.
- xiii) Children Tuition Fee (Maximum 2 Children) : Rs.

Qualifying Amount (6A) not exceeding Rs. 1.50 Lakh.	: Rs.
7. Taxable Salary Income (5 - 6)	: Rs.
8. Gross Tax payable as per item (7)	: Rs.
9. Less : Tax Rebate U/S 87 A (Rs. -2,500/-) (If the total taxable income is below Rs. 3,50,000/-)	: Rs.
NET TAX	: Rs.
10. Add: Education Cess (3%)	: Rs.
11. Total Tax payable (8-9+10)	: Rs.
12. Amount of Tax already deducted from the March 2017 to November, 2017	: Rs.
13. Balance to be deducted from the Salary from December, 2017 to February, 2018	
December, 2017	
January, 2018	
February, 2018	: Rs.

Note :

SUBMIT WITH XEROX COPIES DULY COUNTERSIGNED BY THE DRAWING OFFICER FOR ALL CLAIMS OF DEDUCTIONS UNDER SECTION 80CCC, 80D, 80DD, 80DDB, 80G 80U, 192-B, ETC., AS PER INCOME TAX ACT.

TOTAL TAX	: Rs.
Tax already deducted	: Rs.
Balance of tax to be recovered	: Rs.

Signature of the Assessee

Name

Designation

Verified

Auditor Superintendent

Asst. Registrar

Audit Officer (Pre-Audit)

KAKATIYA UNIVERSITY, WARANGAL - 506 009
(2017-2018) (Assessment Year 2018-2019)

STATEMENT SHOWING THE DETAILED PARTICULARS OF GROSS INCOME SHOWN AT ITEMS OF PROFORMA 'A'

Sl. No.	Month	Pay	AGP	Spl. Pay	DA	HRA	Deputation Allowance CCA	Part-time Allowance	Other Allowance such as Local / warden's Principal EDA / NSS	Arrears	Exam. remun./ sitting fee / any income drawn from any other source		Instalment of CDA / CCA drawn excluding interest	Others	Remarks
											From KU	Other Source			
1.	March Paid in April 2017														
2.	April														
3.	May														
4.	June														
5.	July														
6.	August														
7.	September														
8.	October														
9.	November														
10.	December														
11.	January 2018														
12.	February 2018														
TOTAL															

Signature of the Assessee : Name : Designation :

ANNEXURE

Extract from the Finance Act, 1987 Part-III of the First Schedule Paragraph-A Sub-Paragraph-I 2017-2018

In case of every individual of Hindu undivided family unregistered firm or other association of persons or body of individuals, whether incorporated or not, or every artificial judicial person referred to in sub-clause (vii of clause 31) of Section 2 of the Income Tax Act, not being a case to which Sub-Paragraph-II of this Paragraph of this part applies.

RATES OF INCOME TAX FOR ASSESSMENT YEAR 2018-2019

Taxable Income	Rate of Income Tax
	Common to All
Upto Rs. 2,50,000/-	NIL
Rs. 2,50,001 to Rs. 5,00,000/-	5% of Income exceeding Rs. 2,50,000/-
Rs. 5,00,001 to Rs. 10,00,000/-	Rs. 12,500/- + 20% of Income exceeding Rs. 5,00,000/-
Rs. 10,00,001/- and above	Rs. 1,12,500/- + 30% of Income exceeding Rs. 10,00,000/-

Educational Cess of 3% on net tax

Note : Net Tax = Gross Tax payable - Tax Rebate allowed under Section 87A

HOUSE RENT ALLOWANCE UNDER SECTION 13(A)

a) 40% of Salary	
b) Actual amount of H.R.A. drawn	whichever is less
c) Actual expenditure incurred on house rent in excess of 10% of salary (to be supported by the original receipt)	

Note : Salary for the purpose of this calculation means basic pay in respect of employees in D.A. merged scales. In respect of employees in Non-D.A. merged scales salary means Basic Pay, AGP & Dearness Allowance.

CERTIFICATE (LIFE INSURANCE)

1. a) Certificate of deduction shown under 5-6 & 7 (only in case where the premia directly by the persons concerned to be enclosed for verification and return.)
- b) Certified that I have paid the following amounts during the year 2017-2018 from March, 2017 to February, 2018 towards the premia of Insurance Policies and the Policy is alive.

S.No.	Policy No.	Amount Per Month / Quarterly / Half-Yearly	Amount paid per Annum
1.	Rs.	Rs.
2.	Rs.	Rs.
3.	Rs.	Rs.
4.	Rs.	Rs.
5.	Rs.	Rs.
6.	Rs.	Rs.
7.	Rs.	Rs.
8.	Rs.	Rs.
9.	Rs.	Rs.
10.	Rs.	Rs.

2. Certificate for deduction under CD / NSS in Post Office Savings Bank
(Evidence of payment should be produced)

* Certified that I have paid the following amounts towards CTD (10 years / 15 years accounts in Post Office Savings Bank during the year March 2017 to February, 2018 (Portion not applicable to be struck off)

Account No.	Name of the Post Office	Amount paid per Annum

3. Certificate for deduction Under Linked Insurance or P.P.F. etc.,

* Certified that I have contributed the following amounts towards Unit Linked Insurance Plan, 1971 under Section 19 (a) (Co) of the Unit Trust of India Act, 1963 / P.P.F. Act, 1963 during the year March, 2017 to February, 2018 (evidence to be produced)

Account No.	Name of the Post Office	Amount paid per Annum
1.
2.
3.

4. Certificate for expenditure under Section 10 (13A)

* Certified that I have actually incurred an amount of Rs. towards payment of house rent during March, 2017 to February 2018 @ Rs. per month for which the original receipts are enclosed.

Note: No rent receipt is required, if the gross house rent is Rs. 36,000/- per annum otherwise, the original receipt should be provided for evidence to Income Tax Office.

Signature of the Assessee :

Name :

Designation :

Forwarded to the Pre-Audit Branch
Kakatiya University
Warangal

Signature of the Drawing Officer

N.B. : Please strike off the certificate not applicable.