

**UNIVERSITY OF DELHI**  
**Computation of Income Tax for the Financial Year 2019-2020.**

NAME.....PAN NO.....Date of Birth.....Category: Women/Others/Sr.Citizens

	Amount in ₹
<b>1. Amount Chargeable under the Head 'Salary'</b>	
a. Pay (March 2019 to February 2020)	_____
b. Grade Pay	_____
c. DA	_____
d. HRA	_____
e. TA	_____
f. Others	_____
<b>Total (a to f)</b>	_____
g. Pension/Hon./Offg. All/T.Fees/O.T.A./Bonus/Arrears/10 days EL encashment etc.	_____
h. Medical re-imbusement	_____
i. University Contribution to New Pension Scheme	_____
j. Examination Remuneration	_____
k. Leave Travel concession or assistance	_____
l. Death cum retirement gratuity	_____
m. Commuted value of pension	_____
n. Cash equivalent of leave salary encashment	_____
<b>2. Total Gross Salary (a to n)</b>	_____
<b>3. Income from Previous Employer (Outside University of Delhi)</b>	_____
<b>4. Less: Allowances to the extent exempt u/s 10</b>	
a. Leave Travel concession or assistance u/s 10(5)	_____
b. Death cum retirement gratuity u/s 10(10)	_____
c. Commuted value of pension u/s 10(10A)	_____
d. Cash equivalent of leave salary encashment u/s 10(10AA)	_____
e. House Rent Allowance (in case of rent receipt only)	_____
f. Transport Allowance (maximum 3200/-p.m. for Handicapped only)	(-) _____
<b>5. Total amount of exemption claimed u/s 10 (a to f)</b>	_____
<b>6. Total amount of salary received from current employer (2 - 5)</b>	_____
<b>7. Less: Standard Deduction 16(ia)</b>	(-) _____
<b>8. Income chargeable under the head "Salaries" (3 + 6 - 7)</b>	_____
<b>9.a.(i) Income from House Property</b>	_____
(ii) Less: HBA Interest (U/S 24B max.2,00,000/-) owner's possession required	(-) _____
b.(i) Interest from Savings Bank A/c (enter full amount)	_____
(ii) Interest from other Bank Accounts (FD, Recurring etc)	_____
(iii) Any other Income reported by employee (Outside University of Delhi)	_____
<b>10. Total amount of other income reported by the employee (9a+9b)</b>	_____
<b>11. Gross Total Income (8 + 10)</b>	_____
<b>12. DEDUCTIONS:</b>	
<b>A. Under section 80C Chapter VI-A</b>	
(i) Subscription towards GPF/CPF	_____
(ii) NPS Subscription (Ltd. to 10% of Basic+GP+DA) 80CCD(1)	_____
(iii) Contribution by employee to pension scheme u/s 80CCC (Pension Plan only)	_____
(iv) Life Insurance Premium (LIC/JD/JA/DR)	_____
(v) Public Provident Fund	_____
(vi) Group Insurance Scheme	_____
(vii) Tuition Fee (limited to two children)	_____
(viii) NSC (VIII) Interest of NSC VI/VII Issue/NSS	_____
(ix) Mutual Fund (UTI) ULIP-7/PLI	_____
(x) Repayment of HBA	_____
(xi) Fixed deposits in Banks/Post Office for 5 years/Sukanya Samridhi Yojana	_____
<b>Total 12.A (i to xi) (Limited to 1,50,000/-)</b>	_____
<b>B. Other Sections under Chapter VI-A</b>	
(i) NPS Subscription 80CCD(1B) (remaining amt. from 80CCD(1)/Own NPS Cont.)	_____
(ii) 80CCD(2) University Contribution to NPS (Limited to 14% of Basic+GP+DA)	_____
(iii) Deduction u/s 80D (Medical Health Insurance e.g. HCC)	_____
(iv) Deduction u/s 80E (Interest paid on Higher Education Loan)	_____
(v) Deduction u/s 80G (Donations) as per the rules	_____
(vi) Deduction u/s 80TTA Exemption Savings Bank Interest Max. 10,000/-	_____
(vii) Deduction u/s 80DD (Rehabilitation of Handicapped Dependent)	_____
(viii) Deduction u/s 80DDB (Medical Expenditure on Self or Dependent)	_____
(ix) Deduction u/s 80EE HBA Interest (max.50,000/-)	_____
(x) Deduction u/s 80GG as per rules	_____
(xi) Deduction u/s 80RRB/80QQB (Income on Royalty of a Patent/Books)	_____
(xii) 80TTB Exemption All Bank Interest(for Sr. Citizen only) Max. 50,000/-	_____
(xiii) Deduction u/s 80U (For Disability)	_____
<b>Total 12.B (i to xiii)</b>	_____
<b>13. Total Deductions 12(A+B)</b>	_____
<b>14. Total Taxable Income (11 - 13)</b>	_____
<b>15. Income Tax on Net Income</b>	_____
<b>16. Less: Deduction u/s 87A (upto 12,500 for Total Taxable income upto 5,00,000/-)</b>	(-) _____
<b>17. Income Tax on Net Income (15 - 16)</b>	_____
<b>18. Education Cess @4% of Income Tax</b>	_____
<b>19. Total Income Tax (17 + 18)</b>	_____
<b>20. (a) (i) Income Tax paid upto current month</b>	_____
(ii) Education Cess paid upto current month	_____
<b>(b) (i) Balance of Income Tax to be recovered</b>	_____
(ii) Balance of Education Cess to be recovered	_____
<b>(c) Advance Tax Paid/Tax Deducted by others (outside Delhi University)</b>	_____
Education Cess Paid by others (outside Delhi University)	_____
<b>21. Tax Payable/Refundable (19 - 20)</b>	_____

**UNDERTAKING**

I hereby undertake that in case I fail to comply with above noted information, any penalty of interest to be levied by the Income tax authority on you that shall be paid by me without demur in relation to the above noted information and default thereto.

Date.....

Signature.....

Name.....

Phone.....

Sr. Asstt./Fin-I

Designation.....

Deptt/Branch.....

Head of the Department

Residential Address :.....

S.O. Fin-I

(Rubber Stamp)

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**Table of Income Tax Rate :-**

Taxable income	Income Tax		
	Women	Others	Senior Citizens
Upto 2,50,000	Nil	Nil	Nil
2,50,001 to 3,00,000	5%	5%	Nil
3,00,001 to 5,00,000	2,500+5%	2,500+5%	5%
5,00,001 to 10,00,000	12,500+20%	12,500+20%	10,000+20%
Above 10,00,000	1,12,500+30%	1,12,500+30%	1,10,000+30%

Education Cess : 4% of Income Tax.

Tax credit of 12,500 for Total Taxable income upto 5,00,000 (u/s 87A).

**Important Note :**

1. Those who want to avail of the deductions in respect of NSC VIII series and accrued interest of on NSC (VI/VIII issue), LIC/CTD, PPF, PLI, ULIP and HBA Loan/Interest, they are required to attach photocopies of the document along with the Income Tax Proforma, otherwise no deduction whatsoever would be allowed.
2. Pan, name and address of the Landlord is mandatory for Rent receipt of 1,00,000/- and above for the financial year.
3. Pan, name and address of the Lender is mandatory to get the HBA Interest benefits during the current financial year.
4. In the case of HBA Interest, the certificate with regard to date of loan sanctioned by the bank be attached.
5. The age for senior citizens is 60 years applicable w.e.f. from April'2012.
6. For Senior Citizen DOB should be 31.03.1960 or before for financial year 2019-20.

**FORM NO.12BB (See rule 26C)**

**Statement showing particulars of claims by an employee for deduction of tax under section 192**

1. Name and address of the employee:			
2. Permanent Account Number of the employee:			
3. Financial year :		<b>2019-20</b>	
<b>Details of claims and evidence thereof</b>			
SNo.	Nature of claim	Amount in ₹	Evidence / particulars
(1)	(2)	(3)	(4)
1	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) PAN of the landlord Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2	Leave travel concessions or assistance		
3	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) Permanent Account Number of the lender (a) Financial Institutions(if available) (b) Employer(if available) (c) Others		
4	Deduction under Chapter VI-A (A) Section 80C,80CCC and 80CCD (i) Subscription towards GPF/CPF (ii) NPS Subscription (Ltd. to 10% of Basic+GP+DA) 80CCD(1) (iii) Contribution by employee to pension scheme u/s 80CCC (Pension Plan only) (iv) Life Insurance Premium (LIC/JD/JA/DR) (v) Public Provident Fund (vi) Group Insurance Scheme (vii) Tuition Fee (limited to two children) (viii) NSC (VIII) Interest of NSC VI/VII Issue/NSS (ix) Mutual Fund (UTI) ULIP-7/PLI (x) Repayment of HBA (xi) Fixed deposits in Banks/Post Office for 5 years/Sukanya Samridhi Yojana		
	<b>Total A (i to xi)</b>		
	(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A. (i) NPS Subscription 80CCD(1B) (remaining amt. from 80CCD(1)/Own NPS Cont (ii) 80CCD(2) University Contribution to NPS (Limited to 14% of Basic+GP+DA) (iii) Deduction u/s 80D (Medical Health Insurance e.g. HCC) (iv) Deduction u/s 80E (Interest paid on Higher Education Loan) (v) Deduction u/s 80G (Donations) as per the rules (vi) Deduction u/s 80TTA Exemption Savings Bank Interest Max.10,000/- (vii) Deduction u/s 80DD (Rehabilitation of Handicapped Dependent) (viii) Deduction u/s 80DDB (Medical Expenditure on Self or Dependent) (ix) Deduction u/s 80EE HBA Interest (max.50,000/-) (x) Deduction u/s 80GG as per rules (xi) Deduction u/s 80RRB/80QQB (Income on Royalty of a Patent/Books) (xii) 80TTB Exemption All Bank Interest(for Sr. Citizen only) Max. 50,000/- (xiii) Deduction u/s 80U (For Disability)		
	<b>Total B(i to xiii)</b>		

**Verification**

I, ....., son/daughter of ..... do hereby certify that the information given above is complete and correct.

Place.....

(Signature of the employee)

Date.....

Full Name.....

Designation :.....