



No. BU/Fin/Secretariat/IT declaration/2024/160

Date: 13/12/2024

### Memorandum

The Officers, Teachers, Director(s), Non-Teaching Staffs and Pensioners of this University are requested to submit the IT declaration (if any) in the prescribed format (by filling the Google form as per the following link), the tax saving details and other relevant information for Income Tax computation for the F.Y. 2024 – 25 latest by 31<sup>st</sup> December,2024 positively. **This is for those you have missed in earlier occasion.**

Link: <https://forms.gle/R9beh6pTtFgBH9wf9>

**Or scan QR code**



This is for information and with a request to HoDs for circulation of this notice among the teachers, officers, non-teaching staffs of their department and pensioners.

Finance Officer