



Office of the Dean of Students' Welfare
Indian Institute of Engineering Science and Technology, Shibpur
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NOTICE


This is to inform all concerned that **first-year Undergraduate (UG) students (B.Tech./B.Arch.)** admitted in the Academic Year 2025-26 are eligible for full or partial **TUITION FEE WAIVER**, provided their total family income in the last Financial Year (2024-25) does not exceed ₹1 lakh or ₹5 lakh, respectively. Accordingly, applications are invited from UG students (*except SC/ST/PH catagories*) for the AY 2025-26. Eligible students must submit their applications through the Google Form (<https://forms.gle/wxWVavMQGwuEKs1w5>) by providing the required information and uploading their **Family Income Certificate** issued for the period from 1 April 2024 to 31 March 2025. The list of competent authorities **empowered** to issue the **Family Income Certificate** for various states is provided in *Annexure-I*.

All such certificates and relevant information must be uploaded on or before **19 December 2025**. Upon verification of the submitted Family Income Certificates, tuition fee waiver for the Odd and Even Semesters of AY 2025-26 will be granted to eligible students as per rules. *No request for tuition fee waiver will be entertained after 19 December 2025.*

Sd/-
(Prof. Debdulal Das)
Dean, Students' Welfare, IEST Shibpur

Copy to:

- 1) All Deans
- 2) All Heads of Departments/Centres/Schools
- 3) The Registrar
- 4) Chief Warden
- 5) JR Registrar (Finance)
- 6) GS /AGS of the Students' Senate
- 7) Associate Dean (Students' welfare)
- 8) Warden of all Halls/Hostels, IEST Shibpur
- 9) Office of the Director
- 10) Institute Website
- 11) Record Section
- 12) Office Copy


05/12/2025
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Annexure-I

The list of competent authorities empowered to issue the Family Income Certificate to issue the Family Income Certificate for various states

Sl. No.	State/Union Territory	Income Certificate Issuing Authority
1.	Andaman & Nicobar	Tahsilder
2.	Andhra Pradesh	Tahsilder
3.	Arunachal Pradesh	District Magistrate & Collector
4.	Assam	Revenue Circle Officers
5.	Bihar	Circle Officer of Circle Office
6.	Chandigarh	Sub-Divisional Magistrate
7.	Chhattishgarh	Naib Tahsilder
8.	Dam & Diu & Dadra & Naghar Haveli	Mamiatdar, Daman and Mamiatdar, Diu
9.	Delhi	SDM of Govt. of NCT of Delhi
10.	Goa	Mamiatdar of all Taluks
11.	Gujrat	District Collector/Deputy Collector/Asst. Collector/Prant Officer/Mamiatdar
12.	Haryana	CRO (Tahsildar /Naib Tahsildar concerned)
13.	Himachal Pradesh	Tahsildar of Revenue Department
14.	Jammu & Kashmir	Sub-Divisional Magistrate (Not below the rank of Tahsildar)
15.	Jharkhand	Sub-Divisional Officer in each District
16.	Karnataka	Tahsildar
17.	Kerala	Village Officers
18.	Lakshadweep	Deputy Collectors in Agatti and Minicoy and SDOs in remaining Islands
19.	Madhya Pradesh	Tahsildar/Naib Tahsildar
20.	Maharashtra	Tahsildar
21.	Manipur	District Authorities, i.e. DC/ADC/SDO (not below the rank of SDO/SDM)
22.	Meghalaya	Employer in case of Govt. Employee and by MP/MLA/DC/SDO Civil in case of others
23.	Mizoram	District Magistrate or any other officers authorized by District Magistrate
24.	Nagaland	Dy. Commissioners, Addl. Dy. Commissioners and Sub-Divisional Officers
25.	Odisha	Revenue Officer
26.	Punjab	CRO (Tahsildar/Naib Tahsildar concerned)
27.	Pondicherry	Tahsildar, Deputy Tahsildar
28.	Rajasthan	Tahsildar
29.	Sikkim	Special Executive Magistrate (Block Development Officers, Rural Management and Development Dept.)
30.	Tamil Nadu	Zonal Deputy Tahsildar
31.	Tripura	Deputy Commissioner of Respective Districts
32.	Uttar Pradesh	Tahsildar
33.	Uttaranchal	Tahsildar/SDM/City Magistrate
34.	West Bengal	<ol style="list-style-type: none"> 1. Dist. Magistrate or Dist. Level Additional Dist. Magistrate 2. Sub-Divisional Officer - Sub-Divisional level of the concerned 3. Block Development Officer - Block level of the concerned Blocks 4. The Collector, Kolkata - Kolkata Municipal Corporation 5. The Collector, Kolkata - Student residing within Civil Jurisdiction of Hon'ble High Court, Kolkata 6. Other Areas covered in Kolkata Police are concerned, i.e. areas over which Collector Kolkata does not exercise jurisdiction - concerned District Magistrate or any other Officer authorized by the District Magistrate of the respective district, i.e. South 24 Parganas and North 24 Parganas


 05/12/2025