



झारखण्ड केन्द्रीय विष्वविद्यालय  
CENTRAL UNIVERSITY OF JHARKHAND  
(भारतीय संसद के अधिनियम 2009 द्वारा स्थापित)  
(Established by an Act of Parliament of India in 2009)  
Homepage: <http://www.cuj.ac.in>

Ref. No. CUJ/FIN/INCOME TAX/2023-14/07/ 331

Date: 01. Nov, 2024

**सूचना / NOTICE**

**Sub : Filling of Income Tax Self-Declaration proforma through e-Samarth portal.**

This is for information to all teaching and non-teaching officials of Central University of Jharkhand for filling income tax declaration for the assessment year 2025-26 (FY. 2024-25) in prescribed proforma through e-Samarth portal on or before 30.11.2024.

2. All concerned are requested to login into their e-Samarth portal account and go through payroll management > declare your income tax > select view declaration under year 2024-25 > fill in information as per proforma > calculate and submit. Any difficulty in filling / required clarification may be brought to the notice of Finance Section / Account Section through e-mail [finance@cuj.ac.in](mailto:finance@cuj.ac.in). In case of non-submission of details within the stipulated time, TDS shall be deducted at appropriate rate considering no deduction / exemption sought by the claimant.

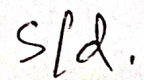
3. Relevant documents (hard copy) in support of deduction / exemption as declared in proforma are required to be submitted in Finance Section by 31.01.2025.

4. This is issued with the approval of the Competent Authority.

  
11/11/2024  
FINANCE OFFICER

**Copy for Information to:**

1. All Deans / Head/Coordinators of Department, CUJ.
2. Dean (AA)/ Director (IQAC)/ Dean (R&D).
3. CoE/Librarian.
4. DSW/ Chairman (Proctorial Board).
5. Purchase I/c/ Estate I/c / Technical Cell I/c/ Health Centre I/c/ EE (I/c)/.
6. DRs
7. PRO/ARs.
8. Technical Cell to upload in University website.
9. PS to the Vice Chancellor.
10. PS to the Registrar.
11. PS to the Finance Officer.
12. All Notice Board.
13. Guard File.

  
FINANCE OFFICER