



Ref. No. CUJ/FIN/INCOME TAX/2023-24/071/312

Dated: 18. May, 2023

सूचना / NOTICE


Sub : Filing 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 2024-25 (FY 2023-24) in prescribed proforma through e-Samarth portal at the earliest.

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 2023-24 > fill in information as per proforma > calculate and submit. Any difficulty in filing / required clarification may be brought to the notice of Finance Officer through e-mail i.e. fo@cuj.ac.in. In case of non-submission of details TDS shall be deducted at appropriate rate considering no deduction/ exemption sought by the claimant.


3. Relevant documents (hard copies) in support of deduction / exemption as declared in proforma are required to be submitted in Finance Section by 31.12.2023

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


वित्त अधिकारी (प्रभारी)
Finance Officer (I/c)

Copy for Information to :

1. All Deans /Heads/Coordinators of Department, CUJ.
2. Dean, Academic Affairs / Director, IQAC.
3. Dean, Research & Development (R&D), Cell.
4. Librarian / CoE/ DSW/Chief Proctor.
5. Purchase Section I/c/ Estate I/c / Technical Cell I/c/ I/c Guest House.
6. DRs/ EE (I/c)/PRO/ARs/SO/All Teaching and Non-teaching employees of CUJ.
7. PS to the Vice Chancellor
8. PS to the Registrar
9. PS to the Finance Officer
10. Technical Cell to upload in university website.
11. All Notice Board
12. Guard File


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Finance Officer (I/c)