

(AS APPLICABLE TO SCHOLARSHIP HOLDERS)

1. Scholarship is sanctioned by the Government of Tamil Nadu/ Ministry of Defence on the basis of income to the parent as on 01 July of the admission year. The income of the parent as on 01 July of the admission year is therefore crucial. The income of any parent will fall under the following categories:

- (a) Part I -Income from Employment of Parent.
- (b) Part II-A -Income from Immovable properties (House)
- (c) Part II-B -Income from Immovable properties (Land)
- (d) Part III -Business Income
- (e) Part IV -Income from any other source not covered by Parts I, II-A, II-B, and III (such as interest on deposits, brokerage, dividends etc).

2. Income certificate in four parts is an application of parent for the sanction of scholarship. All the parts of the forms are to be filled by the parent/ guardian and countersigned by the Controlling Officer and Revenue Divisional Officer as indicated. In case of nil income in any part, this fact is also to be endorsed and countersigned by the officials as indicated.

3. Please note that under the Tamil Nadu scholarship scheme, the scholarship once sanctioned will be continued throughout the course irrespective of any upward revision in the income of the parent subject to other conditions amended from time to time. Therefore, the income should be calculated as on 01 July of the admission year taking into account all incomes on that day, even though receipt of that earned income may accrue on any subsequent day.

4. Please note that under Part I-Income from Employment- it will include only Basic Pay, Dearness Pay and Dearness Allowance.

5. The Basic Pay should include the increment that may be due on 01 July of the admission year even if the increment has not yet been sanctioned and drawn. Similarly increased Dearness Allowance or increased Additional Dearness Allowance which might have been sanctioned to his unit but might not yet have been drawn by him as on 01 Jul of the admission year should be included.

6. Section I of Part I will be filled by the parent and Section II will be signed by the employer as Controlling Officer. Both the sections will be countersigned by the Revenue Divisional Officers of the respective area where the parent normally resides. Revenue Divisional Officer's signature will be at Section III.

7. If the parent is not employed, Section I of Part I of Part I will be filled as 'Nil' and signed by him. Section II will be left blank as 'Not Applicable' (No signature is required for Section II) and Section III will be countersigned by the Revenue Divisional Officer.

8. If the parent is a retired pensioner, the pension amount drawn by the parent every month will be reflected in Section I of the Income Certificate Part IV. A certificate should be obtained from the Treasury Officer/ Bank Branch Manager who has authorized to issue such a certificate showing the pension admissible (including Dearness Pension and Dearness Relief on Pension) as on 01 July of the admission year and attached with Par IV. Section II will be left blank and Section III as to be countersigned by Revenue Divisional Officer.

9. In the case of re-employed pension, the pay and allowances drawn from the re-employment will be given in Section I of the Income Certificate Part I, The Pension amount drawn from the Treasury/ Bank will also be shown distinctly in Section I of the Income Certificate Part IV. Section II is to be completed by the Controlling Officer in the re-employed organization and Section III is to be countersigned by Revenue Divisional Officer.

10. In case the mother of the boy is also in service, a separate Part I should be furnished indicating her income from employment. The Rule for filling Section I, Section II and Section III will be the same. This part I may be made on a plain ledger paper or take photo copy of Part I. The Part I income for father and the Part I income of the mother will be taken into account for calculation of scholarship eligibility.

INCOME FROM IMMOVABLE PROPERTIES – PART IIA (HOUSE PROPERTIES IN TOWN / VILLAGES)

11. Under this part, the income from House properties located in city, town/ village panchayats will be shown. If the house is occupied by the parents, notional rental value will not be taken as income. If the houses are let out, the rent received minus taxes paid will be treated as income. Allowing reasonable maintenance cost, the net proceeds will be taken as income under this part. Section I will be completed by the father/ guardian/ mother in whose name the property stands. Section III will be countersigned by the Revenue Divisional Officer of the area where the parents/ guardians normally reside.

12. In case the father/ guardian does not possess any house property, Section I of Part II-A will be completed as 'Nil' and Section III will be countersigned by the Revenue Divisional Officer of the area where he normally resides. The Part II-A will be necessary in the case of mother of the boy is only she possess house property.

INCOME FROM LAND PROPERTY IN CITIES/ TOWNS/ VILLAGES – ART II B

13. Under this part, the income from agricultural land will be reflected. Section I of Part II-B will be completed by father/ guardian and by the mother also if she possess the agricultural land property. Net Income from agricultural operations after setting of land revenue and other reasonable agricultural operational expenses will be indicated in the part.

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14. Section II of Part II-B will be certified by the Tahsildar of the area, where the land is located. If the land is located in different areas under the jurisdiction of different Tahsildars, a certificate from each Tahsildar will be obtained indicating the details of land under the specified Tahsildar and the net income therefrom. All such certificates will be attached as supporting documents for entries under Section I of Part II-B.

15. Section III of Part II-B will be countersigned by the Revenue Divisional Officer of the area on the Strength of the difference certificates from the concerned Tahsildars.

16. If the father/ guardian does not possess any agricultural land property, the Section I will be completed as 'Nil' and countersigned by the Revenue Divisional Officer under Section III.

INCOME FROM BUSINESS:

17. Part III relates to business income. Section I should be completed by the father/ guardian whether he derives any income from business or not and by the mother also if she possess any business in her name. Section II should be certified by the Sales Tax Officer, even if it is a 'Nil' certificate. Section III will be countersigned by the Revenue Divisional Officer of the area where the parents normally reside. The latest Balance sheet and Profit & Loss Account of the firm should be enclosed for reference.

INCOME FROM OTHER SOURCES – PART IV

18. This relates to income from any other sources other than those under Part-I, II-A, II-B, and III. This will include like interest received from Banks on fixed deposits, dividend on stock and share holding, pension etc. Section I should be completed by the father/ guardian. Section II will be certified by a Revenue Divisional Officer not below the rank of Tahsildar and Section III will be countersigned by the Revenue Divisional Officer of the area where the parents normally reside.

19. In case the parent does not have any income under Part IV, Section I will be filled 'Nil' and signed by the parent. Section II by Tahsildar as 'Nil' and Section III by the Revenue Divisional Officer.

20. Separate Part IV with sections I, II duly completed should be produced in case the mother of the boy derives any income from any source not covered by Parts I, II-A, II-B and III.

IN THE CASE OF DEFENCE PERSONNEL (BOTH SERVICE AND EX-SERVICEMEN) PLEASE NOTE THE FOLLOWING :

21. If the parent is Serving Defence Personnel, a certificate from his controlling officer giving the details of Defence Service rendered by him and the rank and number should be furnished.

22. In the case of Ex-servicemen, the parent should bring the original discharge certificate for verification with a photo copy and the original will be returned after verification.

23. Ex-servicemen drawing pension should bring the pension particulars certified by the Treasury Officer/ Bank Branch Manager who is authorized for issuing the certificate who disburses the pension.

24. In the case of Ex-servicemen (who have taken up re-employment after discharge from Defence Services) a clear certificate indicating the date from which the pensioner has taken re-employment is to be produced from the concerned Revenue Divisional Officer of the area where the parents normally reside.

25. If after discharge from Defence Service, the parent was re-employed for some time and again remained unemployed, the details of re-employment and the reasons for unemployment after re-employment should be furnished by a certificate from the concerned Revenue Divisional Officer of the area where the parents normally reside.

NOTE: The Government of Tamilnadu has in their GO Ms No. 187 Education dated 31 January 1963 has prescribed the authorities who are to atleast the four Parts of Income Certificates. The Rules also specify that the Revenue Divisional Officer of the respective areas only should countersign all the four parts.

26. The parents are requested to go through these instructions carefully and exercise utmost care in filling the forms. Overwriting if any in the figure is to be attested by the Tahsildar / Revenue Divisional Officer only. Incomplete / mutilated forms will not be accepted any may result in forfeiting the scholarship and the parents are required to pay the full fees. If the mother of the boy is not in any employment, a certificate as in the enclosed format is to be obtained from the Tahsildar and enclosed.

27. **THE BLANK FORMS SENT WITH OUT LETTER IS ONLY TO BE USED.** In case the form is not useful for any other reason then a photo copy can be made on a thick bond paper and filled as directed. The non-judicial adhesive special stamp of required denomination will be fixed by the office at parents cost at the time of admission.

**APPLICATION FORM FOR AWARD OF THE GOVERNMENT OF
TAMILNADU SCHOLARSHIP – TENABLE FOR STUDIES AT SAINIK
SCHOOL AMARAVATHINAGAR**

1. Name of the student in Full _____
2. Date of Birth _____
3. State of Domicile _____
4. Institutions in which the students studies prior to his admission to the Sainik School, Amaravathinagar. _____
5. Educational qualification possessed By the student. _____
6. Name and present address of parent/ Guardian. _____

7. Occupation of parent/ guardian:
(Furnish details)
- a) Father _____
- b) Mother _____
- c) Guardian _____
- 8.

Annual Income of both the Parent/Guardian from all sources	Under Part I	Under Part II	Under Part III	Under Part IV	Total
Father					
Mother					
Guardian					
Total					

9. Whether the student was at any time _____
in receipt of scholarship from the Govt _____
or from any Private body and continues to do so, state details. _____

DECLARATION BY THE PARENT/ GUARDIAN

I declare that the above details are true to the best of my information and knowledge.

Place: _____

Date: _____

Signature of Parent/ Guardian

**INCOME CERTIFICATE FORM FOR AWARD OF THE GOVERNMENT OF TAMILNADU
SCHOLARSHIP TENABLE FOR STUDIES AT SAINIK SCHOOL, AMARAVATHINAGAR**

PART I – INCOME CERTIFICATE
SALARIES IN THE CASE OF EMPLOYED PERSONS
SECTION I

1. Name and address of the employer:
2. Name of the employee (Parent/ Guardian):
3. Designation :
4. Date of Birth :
5. Date of Appointment :
6. Date of Retirement :
7. Scale of Pay :
8. Normal date of Increment :
9. a) Basic pay as on 01.07.20
b) Other allowances :-
- i) Dearness Allowance :
- ii) Addl. Dearness Allowance:
- iii) Interim Relief :
- iv) Special Pay
- v) Honorarium
- vi) Any other Miscellaneous:
10. Bonus received for the last 12 months or Proposed to be disbursed should be distinctly Shown. If bonus has not yet been paid/ announced, the amount of bonus paid last time and the period covered by this payment should be indicated.
11. Total of the above

Date:
Place:

Signature of the Parent/Guardian

Address: _____

SECTION II

Certified the contents of Section I

Office Seal:

Date:

Signature of controlling officer

SECTION III

Countersigned.

Office Seal:

Date:

Signature of the Revenue
Divisional Officer.

**INCOME CERTIFICATE FORM FOR AWARD OF THE GOVERNMENT OF TAMILNADU
SCHOLARSHIP TENABLE FOR STUDIES AT SAINIK SCHOOL AMARAVATHINAGAR**

PART II-A INCOME CERTIFICATE

IMMOVABLE PROPERTIES (HOUSE)

SECTION-1

1. Name of the parent/ guardian :
2. PROPERTIES IN TOWNS/ HOUSE PROPERTY
IN VILLAGE (Properties in the shape of house
sited for house other than agricultural land)
 - (a) Name of the Municipality/ Corporation/ Local
Bodies where the property is situated.
 - (b) Name of the street/ ward and number of property
 - (c) (i) Where the property is situated ?
(Give details whether is it in a Municipal/
Corporation/ Panchayat area)
 - (ii) The name of person or whose name the
Property stands in the Municipal/Corporation/
Panchayat Register.
 - (d) Whether the property is occupied by the owner or
Let out for rent.
 - (e) If you a part owner of property, state the amount
of your share and the names of other part owners
and their shares.
 - (f) Ground rent paid for the property.
 - (g) Land Revenue paid for the property.
 - (h) Taxes paid to Municipal/ Corporation/ Local bodies.
 - (i) Annual Municipal/ Corporation value of the property.
 - (j) Annual income from the property.

Date: _____

Place _____

Signature of the parent/ guardian

SECTION II

Certified the contents of Section I

Office Seal:

Date:

Signature of Municipal Commissioner
Village Panchayat Authorities.

SECTION III

Countersigned.

Office Seal:

Date:

Signature of the Revenue Divisional Officer.

**INCOME CERTIFICATE FORM FOR AWARD OF THE GOVERNMENT OF TAMILNADU
SCHOLARSHIP TENABLE FOR STUDIES AT SAINIK SCHOOL, AMARAVATHINAGAR**

PART II-B INCOME CERTIFICATE

IMMOVABLE PROPERTIES

SECTION I

1. Name of the Parent/ Guardian _____
2. Land Properties in villages _____

_____ Village
_____ Taluk
_____ District

(a) Survey number with acreage
Under each _____

(b) Total area (in acres) _____

(c) Kind of crops raised _____

(d) State whether land lord, Jenmi
or any other received of rent
of revenue (indicate nature of
tenure) _____

(e) Whether you are only a part
Owner of the above properties
(specially details) _____

(f) Amount of basic tax and sur-
Charge paid, plantation tax
Paid and agriculture income
Tax paid _____

(g) Gross annual income (in kind
And in cash

Crops Raised	Yield per Annum	Less agricultural expenses	Net value
_____	_____	_____	_____
_____	_____	_____	_____

Place: _____

Date: _____

Signature of the Parent/Guardian

Certified the contents of Section I

SECTION II

Office Seal:

Date:

Signature of Tahsildar

SECTION III

COUNTERSIGNED.

Office Seal:

Date:

Signature of the Revenue
Divisional Officer.

**INCOME CERTIFICATE FORM FOR AWARD OF THE GOVERNMENT OF TAMILNADU
SCHOLARSHIP TENABLE FOR STUDIES AT SAINIK SCHOOL, AMARAVATHINAGAR**

PART III- INCOME CERTIFICATE

INCOME FROM BUSINESS

SECTION-I

1. Name of parent/ guardian _____
2. Business, profession or vocation
(a) Place or places of Business with addresses _____

(b) Nature of business (whether registered or not and the nature of goods bought or sold. _____

(c) Amount of gross annual Turnover _____
(d) Annual profits & gains of the concern (A statement of account copy including copy of Balance sheet to be enclosed) _____
(e) If you are entitled only to a Share of the profits, state your Share and the basis of your Claim (with proof of evidence) _____
(f) Sales Tax _____
(h) Amount of tax and other taxes Paid (give details) _____

DECLARATION BY THE PARENT/ GUARDIAN

I declare that the above details are true to the best of my information and knowledge.

Place: _____

Date: _____

Signature of Parent/ Guardian

SECTION II

Certified the contents of Section I

Office Seal:

Date: _____

Signature of Sales Tax Officer

SECTION III

COUNTERSIGNED.

Office Seal:

Date: _____

Signature of the Revenue
Divisional Officer.

**INCOME CERTIFICATE FORM FOR AWARD OF THE GOVERNMENT OF TAMILNADU
SCHOLARSHIP TENABLE FOR STUDIES AT SAINIK SCHOOL, AMARAVATHINAGAR**

PART IV- INCOME CERTIFICATE

(OTHER SOURCES OF INCOME NOT FAILING UNDER PART I, II & III)

SECTION I

1. Name of the parent/ guardian _____
2. Other sources of income _____
- (a) Interest on securities etc.,
Dividends from companies (Gross
amount) received and if so how
much interest on mortgages,
Loans fixed deposits, Current
accounts etc. (Give full details
for the year 20 - 20) _____
- (b) Ground rents (other than
those mentioned in Part II A and
II B) _____
- (c) Sources other than those
mentioned above (give full
details other than those
mentioned in Part I, IIA,
IIB and III) _____

DECLARATION BY THE PARENT/ GUARDIAN

I declare that the above details are true to the best of my information and knowledge.

Place: _____

Date: _____

Signature of Parent/ Guardian

SECTION II

Certified the contents of Section I

Office Seal:

Date: _____

Signature of Tahsildar

SECTION III

COUNTERSIGNED.

Office Seal:

Date: _____

Signature of the Revenue
Divisional Officer.

SSA-1

CERTIFICATE OF UNEMPLOYMENT

Certified that Srimathi/ Sri _____

Wife of/ Husband of _____ and

mother of/ father of _____ who is

seeking admission to Sainik School Amaravathinagar 200 - 20 Academic Session

is unemployed since _____.

Place _____

Signature of Village Munsif

Date _____

with seal.

CERTIFIED

Place _____

Signature of the Tahsildar

Date _____

with seal.