



NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL
P.O. SRINIVASNAGAR, MANGALORE – 575 025, KARNATAKA, INDIA
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Website : www.nitk.ac.in

No. NITK/ Academic/2020-21/E4

Date :11-11-2020

NOTICE

Sub: Release of House Rent Allowance (H.R.A) to the Full Time Ph.D Scholars – reg.
Ref:1. M.H.R.D letter No. F.No. 15-2/2019-TC, dated 16-7-2019.

2. Resolution of the H.R.A Committee approved by the Director.

With reference to the subject mentioned above, and as per the Resolution of the H.R.A Committee approved by the Director, the undersigned is directed to state that, the Research Scholars of this Institute can claim House Rent Allowance (H.R.A) w.e.f 1-1-2020 to 30-6-2020 subject to the condition recommended by the H.R.A Committee, approved by the Director as detailed below.

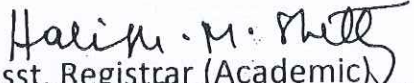
1. All Un-married Research Scholars drawing stipend from the Institute funds have to take accommodation in the institute Hostels. Those who have already taken accommodation outside the campus should join the hostels. If the accommodation is not available in the hostels, they will be permitted to stay outside the campus with the explicit permission of the Professor In- Charge of Hostels and Dean(Academic).
2. For the married scholars, the accommodation will be provided in married scholars (MS) Apartment or Faculty Staff Quarters subject to availability. Further these will be allotted to the current research scholars in the following order of their joining the institute.
 - a) Academic year 2019-20
 - b) Academic year 2018-19
 - c) Academic year 2017-18
 - d) Academic year 2016-17.

Those students who do not get the institute accommodation are permitted to stay outside the campus. However, those research scholars who stay outside the campus without taking prior permission are not eligible for H.R.A

- e) Research Scholars who have their own residence within daily commutable distance from the institute may take permission to stay in their residence and commute daily by submitting the proof of their residential address to the Professor - In-charge of Hostels and Dean (Academic) However, they are not eligible for H.R.A.
- f) Therefore, the Research Scholars who are eligible for House Rent Allowance has to submit the HRA claim Application Form, Rent receipt, and Undertaking Form available in the Institute's

website and filled application form and along with necessary documents can submit to Academic Section On or before 25-11-2020.

This issues with the approval of the Competent Authority of the Institute.


Asst. Registrar (Academic)
Assistant Registrar (Academic)
National Institute of Technology

To Table of the Director & Deputy Director
Copy to : To : All HOD,s to circulate among the Research scholars.
Copy to : Professor In-charge N.I.T.K Hostel Affairs for information.
Copy to : Dean (Academic), Dean(Faculty Welfare), Registrar, Joint Registrar
Copy to : Supdt. Accounts Section - I and A6 Asst. for information.
Copy to : The Chairman, C.C.C kindly arrange to display in the Institute website.
Copy to: The Senior Scientific Officer for information.

Dept. _____
Stipend = _____ /-Rs.

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

Name:			
Roll No./Registration No.			
Department			
Current semester		Stipend receiving at current semester w.e.f. 01/01/2020	Rs.
Date of Joining:			
Date of Marriage:			
Date of Birth:			
Email id:			
Phone no:			
Full Address of the rented house of the Owner			
Date of occupying the rented house:			
Amount of monthly rent being paid/claimed:			
Date of submission of thesis			

Documents to be attached:

- 1) Undertaking with GUIDE's signature with department seal
- 2) Rent agreement or Rent receipt with owner's signature along with owners address (light bill, phone bill, Aadhar card, voter id, driving license) and identity proof (PAN card, Aadhar card, voter id, driving license).

UNDERTAKING

I Mr/Ms/Mrs<Name of the Ph.D student> S/o,D/o,W/o-----, married research scholar
(Roll No./Registration No.-----) hereby undertake that:

- 1) I have taken on rent <Details of the rented accommodation>on <Date on which rented> on a monthly rent of Rs -----.
- 2) The portion of accommodation in respect of which house rent allowance is claimed has not been sub-let presently and shall not be sublet in future.
- 3) I have not been provided any hostel accommodation by the institute.
- 4) I am not living in institute hostel accommodation which has been allotted to another person.
- 5) That my spouse (Applicable to married scholar) is not claiming HRA in Mangalore/has not been provided official accommodation in Mangalore/ is not owning any house in Mangalore.
- 6) In case, I change my rented accommodation I shall intimate the same to the Institute immediately as per the stipulated procedure.
- 7) In case any of the information furnished above by me is found to incorrect, the institute is free to take disciplinary action against me and I shall be solely responsible for the same.

Place:

Date:

Name and Signature of the Guide with Seal.

Name and Signature of the student

WHOMSOEVER IT MAY CONCERN

Date:-

I Mr/Ms/Mrs<Name of Land Lord> S/o,D/o,W/o----- resident of <Place > hereby state that I have rented out my house <Details of the rented accommodation> to Mr/Ms/Mrs<Name of the Ph.D student> S/o,D/o,W/o----- on <Date on which rented> on a monthly rent of Rs ----- (Rupee-----). Number of persons living in the house are -----

Signature of the Land Lord

Name of the Land Lord

Date:

Place:-

Verified by

(Name of Ph.D. Scholar)

Roll No./Registration No. _____