पूर्वोत्तर पर्वतीय विश्वविद्यालय
जिला: पूर्वी खासी हिल्स, शिलांग - 793022
मेघालय, भारत

North-Eastern Hill University
District: East Khasi Hills, Shillong - 793022
Meghalaya, India

(147)

No: FIN-III/Income-Tax Circular/2025-231

Dated: October 06, 2025

# CIRCULAR

**Subject:** Regarding selection of Income Tax Regime for Calculation of Income Tax for the Financial Year 2025 - 2026 (Assessment Year 2026 – 2027).

***The current financial year covers the period from 1st March 2025 to 31st March 2026 (13 months). Accordingly, the current year's figures are not entirely comparable with those of the previous 12-month year.***

It is notified to all concerned that the **"New Tax Regime"** will be applicable as **"DEFAULT OPTION"** in case of non-exercising of any option for deduction of Income Tax during the Financial Year 2025 - 2026 (Assessment Year 2026 – 2027).

However, an employee can choose **"Old Tax Regime"** for the Financial Year 2025 - 2026 (Assessment Year 2026 – 2027) by submitting their details to Salary Section as per Form 12BB enclosed with this circular.

**Basic comparison of "Old Tax Regime" and "New Tax Regime" of section 115BAC:**

| **Income Tax slab rates for Financial Year 2025 - 2026** | |
|---|---|
| **Old Tax Regime** | |
| **Slabs** | **Individuals (Age <60 Years)** |
| Up to ₹ 2,50,000 | Nil |
| ₹ 2,50,001 - ₹ 5,00,000 | 5% |
| ₹ 5,00,001 - ₹ 10,00,000 | 20% |
| Above ₹ 10,00,000 | 30% |
| **New Tax Regime** | |
| Up-to ₹ 4,00,000 | Nil |
| ₹ 4,00,001 - ₹ 8,00,000 | 5% |
| ₹ 8,00,001 - ₹12,00,000 | 10% |
| ₹12,00,001 - ₹16,00,000 | 15% |
| ₹16,00,001 - ₹ 20,00,000 | 20% |
| ₹ 20,00,001 - ₹ 24,00,000 | 25% |
| Above ₹ 24,00,000 | 30% |

Cess at 4% will be levied on the amount of income tax payable. Surcharge will be applicable on income above ₹ 50.00 lakh.

| **Old Tax Regime** | | **New Tax Regime** | |
|---|---|---|---|
| Less than ₹ 50 lakhs | NIL | Less than ₹ 50 lakhs | NIL |
| ₹ 50 lakhs ≤ ₹ 1 Crore | 10% | ₹ 50 lakhs ≤ ₹ 1 Crore | 10% |
| ₹ 1 Crore ≤ ₹ 2 Crore | 15% | ₹ 1 Crore ≤ ₹ 2 Crore | 15% |
| ₹ 2 Crore ≤ ₹ 5 Crore | 25% | Exceeding ₹ 2 Crore | 25% |
| Exceeding ₹ 5 Crore | 37% | | |

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**Teaching and Non-Teaching Staff should exercise an option in writing on Form No 12BB to Salary Section latest by November 15, 2025 positively regarding the rates of Tax to be applied in respect of their taxable income. Option once exercised shall be final.**

**All the concerned Teaching and Non-Teaching Staff should furnish the following:-**

1) Copy of their PAN Card.
2) Copy of the House Owner PAN Card along with copy of rent receipts if the aggregate rent paid exceeds one lakh rupees.
3) PAN of the lender/ financial institution for those availing Housing Loan/ House Building Advance.
4) The interest payable/ paid to the lender should be supported with documentary evidence.
5) The Principal repayment of Home Loan/ House Building Advance should be supported with documentary evidence.
6) Teaching and Non-Teaching staff should clearly mention the amount of honorarium/ remuneration received from outside agencies.
7) Details of expenditure/ investment stated their in should invariably be supported by documentary evidence wherever applicable.
8) Contribution made under section **80G** should be clearly specified.
9) Investment made in General Provident Fund (GPF) and Public Provident Fund (PPF) during the financial year 2024 – 25 should be clearly mentioned.

Finance Officer
NEHU, Shillong

Copy to:
1. PS to the Vice-Chancellor, NEHU, Shillong for VC's kind information.
2. PS/ PA to the Registrar/ FO/COE/Librarian/In-charge (CDD), NEHU, Shillong.
3. All Deans of Schools, NEHU, Shillong (dean@nehu.ac.in)
4. All Heads of Departments/ Centres, NEHU, Shillong (hod@nehu.ac.in)
5. All Officers, NEHU, Shillong (officers@nehu.ac.in)
6. All Faculty, NEHU, Shillong (faculty@nehu.ac.in)

} With a request to bring to the notice of all the concerned staffs working under them.

7. Computer Operator, Bioinformatics Centre, NEHU, Shillong for uploading in the University website.

Finance Officer
NEHU, Shillong

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**OPTED FOR:** ____________________

# FORM NO. 12BB
[See rule 26C]

**Statement showing particulars of claims by an employee for deduction of tax under section 192**

1. Name and address of the employee:
2. [Permanent Account Number or Aadhaar Number] of the employee:
3. Financial year: **2025 - 2026**

| DETAILS OF CLAIMS AND EVIDENCE THEREOF | | | |
|---|---|---|---|
| ***Sl. No.*** | ***Nature of claim*** | ***Amount (Rs.)*** | ***Evidence/ Particulars*** |
| *(1)* | *(2)* | *(3)* | *(4)* |
| 1. | House Rent Allowance:<br>i. Rent paid to the landlord<br>ii. Name of the landlord<br>iii. Address of the landlord<br>iv. [*Permanent Account Number or Aadhaar Number*] of the landlord<br><br>**Note:** [*Permanent Account Number or Aadhaar Number*] shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees. | | |
| 2. | Leave travel concessions or assistance | | |
| 3. | Deduction of interest on borrowing:<br>i. Interest payable/paid to the lender<br>ii. Name of the lender<br>iii. Address of the lender<br>iv. [*Permanent Account Number or Aadhaar Number*] of the lender<br>a. Financial Institutions (if available)<br>b. Employer (if available)<br>c. Others | | |
| 4. | Deduction under Chapter VI-A<br>A. Sections 80C, 80CCC and 80CCD<br>i. Section 80C<br>**a) NPS**<br>b) **GPF**<br>c) ……………………..<br>d) ..............................<br>e) ..............................<br>f) ..............................<br>g) ..............................<br>ii. Section 80CCC<br>iii. Section 80CCD | <br><br><br>**As per Salary**<br>**As per Salary** | |

| | | | |
|---|---|---|---|
| | B. Other sections (*e.g.* 80E, 80G, 80TTA, etc.) under Chapter VI-A<br>i. section.............................<br>ii. section.............................<br>iii. section.............................<br>iv. section............................. | | |

***Verification***

I, ________________________________________ son/ daughter of ________________________________________ do hereby certify that the information given above is complete and correct.

*Place* ..............................................................

*Date* *(Signature of the employee)*

*Designation* *Full Name:*