

കൊച്ചി ശാസ്ത്ര സാങ്കേതിക സർവ്വകലാശാല  
**COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY**

No. Acnt1/A3/Foreign Remittance - Form 15CA of Income Tax /2024

KOCHI-22  
Dated: 27.05.2024

**CIRCULAR**

Sub:- Foreign Remittance - Restrictions - Form 15 CA and Form 15 CB to be filed - reg.

Ref :- Provisions of Section 197 of Income Tax Act 1961 - Rule 37BB of Income Tax Rules. -  
Subreg.

The Income Tax Department has put in place strict rules to be observed for making foreign remittances. In this regard, the following directions are issued to be strictly observed by all concerned at the university.

1. In cases where the payment to be made to the foreign recipient is less than five lakhs, the university shall file a return in Form 15CA in the income tax e-filing portal. To get the return filed, the data needs to be submitted to the university in the attached format along with a copy of the passport of the foreign recipient and connected documents to prove the necessity of making such a payment.

2. In cases where the payment to be made is five lakhs or more, a certificate in Form 15CB has to be obtained from the chartered accountant as per the rules. All the necessary documents should be provided to them for verification so as to issue such a certificate. Form 15CA shall be filed by the university as per procedure noted (1) above after producing Form 15CB.

Care must be taken to assess the tax liability, if any, and the same shall be remitted to the university along with the tax schedule and connected documents by the due dates.

**Sudheer M S \***  
Finance Officer

\* This is a computer generated document. Hence no signature is required.

Data for filing Form 15CA	
Part D	
To be filled up if the remittance is not chargeable to tax under the provisions of the Income-tax Act,1961[other than payments referred to in rule 37BB(3) by the person referred to in rule 37BB(2)]	
ALL THE ENTRIES BELOW MUST BE FILLED	
1. Name of the Recipient of remittance: (Same as in Passport)	
2. PAN of the recipient if available	
3. Address: (same as in Passport/Visa/Permit)	
i) Country	
ii) Flat/Door/Building	
iii) Road/Street/Block/Sector	
iv) Zip Code	
v) Area /Locality	
vi) District	
vii) State	
4. Contact Details	
i) Email Address	
ii) Phone number	
5. Remittance Details	
i) Country to which remittance is made	
ii) Currency	
iii)Country of which the recipient of remittance is resident	
iv) Amount in foreign currency	
v) Amount in Indian Rupees	
6. Bank Details	
i) IFSC Code	
ii) Name of the bank	
iii) Branch of the bank	
iv) BSR Code of the bank branch(7 digit)	
v) Name of the authorized dealer	
vi) Branch address of the authorized dealer	
vii) Proposed date of remittance	
viii) Nature of Remittance	
ix) Relevant purpose code as per RBI classification	
I certify that I have reason to believe that the remittance as above is not chargeable under the provisions of Income Tax Act 1961 and is not liable for deduction of tax at source.	

Details of the requesting department/section/project

Name of the Section/Department/Project

Purpose of remittance

File order that permitted the remittance

Assistant

Section Officer

AR/DR/IR/ Head of the Department / PI

Authorization :

Sign and remarks of the Finance Officer