

# UNIVERSITY OF KERALA

No. Ad. B III.2.3302/2011

Thiruvananthapuram

Dated: 22.06.2011

## C I R C U L A R

**Sub:** *House Building Advance Scheme to University Employees and Teachers – Extension of date for submission of HBA application 2011 - 2012 – reg.*

**Ref:** 1. *G.O (P) No. 505/2009/Fin dated 12.11.2009.*  
2. *U.O. No. Ad. A V.1.530/2010 dated 05.08.2010.*  
3. *Circular No. 27/2011/Fin. dated 12.05.2011.*

The University of Kerala is pleased to extend the time for submission of HBA application 2011-12. The revised time frame for applying for HBA is as follows:

- (a) Last date for submission of application to the office of the Registrar, through HOD/Branch Officer concerned – **2011 July 31.**
- (b) Sanctioning of HBA during the financial year – on or before **31.01.2012.**

Prescribed application form (Form No. 29 under article 244 (c) of KFC) can be obtained from Ad. BIII Section or can be downloaded from the University's Website, [www.kufinance.info](http://www.kufinance.info).

A perfect application should contain the following documents.

- (a) Tax Receipt, Location Certificate and site plan from the Village Officer concerned.
- (b) Possession Certificate from the Tahsildar having jurisdiction over the area.
- (c) Encumbrance Certificate in respect of land for twelve years from the Sub Registrar.
- (d) Title Certificate from University Legal Adviser.
- (e) The Original deed.
- (f) Plan and Estimate of the proposed building approved by the University Engineer.
- (g) The DCRG/Service Certificate of the applicant duly prepared and signed by the Head of Office/Department.

The House Building Advance Scheme will be applicable to University Employees and Teachers in accordance with the provisions contained in Article 244 of KFC and amendments thereafter with the following further conditions.

1. Employees/Teachers who own inhabitable home either in his/her name or in the name of spouse are not eligible for the advance.
2. The applicant should have a minimum of five years completed service at the time of application.
3. The Employees/Teachers should have minimum 50 (fifty) months of service left at the time of application.
4. Preference will be given to such applicants who have lesser service left for superannuation.
5. The admissible amount of loan shall be 50 (fifty) times of basic pay subject to a maximum of Rs. 10 Lakhs (Rupees Ten Lakhs only).
6. The interest will be simple interest @ 8% per annum.
7. Take over of existing bank loans shall not be allowed.
8. The House building Advance will be limited only for purchase/ construction of a house/ready built flat during the current financial year.
9. The allotment shall be subject to availability of fund and limited to the budget provision.

The Supervisory officers may convey the contents of this circular to all the employees working under their control.

Sd/-  
REGISTRAR

To

1. PS to Vice- Chancellor / Pro-Vice-Chancellor.
2. PA to Registrar/ Finance Officer/ Controller of Examinations/ Director, Planning and Development, Director of College Development Council.
3. All the Departments in the University.
4. All Sections in the University.
5. All Joint Registrars/Deputy Registrars / Assistant Registrars.
6. The Public Relation Officer.
7. All DOICs / Study Centres/Taluk Information Centres/ Teacher Education Centres/UITs /IMK Extension Centres.
8. Superintendent in - charge, University Press.
9. Stock File / File Copy.