



UNIVERSITY OF CALCUTTA

Senate House, 87/1 College Street, Kolkata - 700073

Audit & Accounts Department

Notification regarding submission of Life Certificate by
Pensioners/Family Pensioners of CU

It is hereby notified that the life certificate of Pensioners / Family pensioners for the year 2025 will be received through email / physically from 1st Nov 2025 to 30th Nov 2025. Pensioners / Family pensioners are requested to download the life certificate form given with this notification, take a printout, fill up the form and sign, then scan it and send it to the email Ids cu.pension@gmail.com and ao.abhik@caluniv.ac.in mentioning "LIFE CERTIFICATE 2025 and pensioner's code number" as subject, after proper certification of signature with seal and date. The designation of the certifying authorities eligible to certify the life certificates are given in the form. A scanned copy of the pensioner's / family pensioner's ID card must also be sent along with the form. Persons willing to submit the life certificate form physically, are requested to submit the same at the Drop Box kept at the Retirement Benefit Cell CU from 1st Nov 2025 to 30th Nov 2025. Any life certificate signed and received before 1st NOV 2025 will not be accepted, and also if submitted after 30th Nov 2025 then pension / family pension of the pensioner / family pensioner will be temporarily stopped until submission.

A3/10/25

Accounts Officer

University of Calcutta

UNIVERSITY OF CALCUTTA

KOLKATA - 700 073

Bank Name :

Branch Name :

Branch IFSC Code :

A/c No. :



PENSIONER / FAMILY PENSIONER
CODE : PN

Phone No./Mobile No. :

Life Certificate (to be submitted in the month of November every year by the Pensioners / Family Pensioners)

Certified that I have seen the Pensioner/Widow Pensioner/Family Pensioner

Sri/Smt.

of (Address)

Pension Sanction No. with Date

who is a Pension Holder of the University of Calcutta and that he/she is alive on this date.

Place:

Date:

Signature & Designation
of the Certifying Authority
with seal

Certifying Authorities:

(Member of the Senate/Syndicate/University Officer/Principal of an affiliated college/Member of Parliament/Member of Legislative Assembly/Headmaster/Head Mistress of a Recognised Secondary School/Local Post Master/Branch Manager of any Nationalised Banks/Gazetted Officer/Medical Practitioner with Regd. No.)

Certificate of Further Employment if Any:

(i) I declare that I have not accepted any remunerative service after retirement in any capacity in the State Government, Central Government or Government undertaking or in any Local Body.

(ii) I declare that I have been employed after retirement in the office of

on a salary of Rs. (per month with effect from)

..... to..... (Certificate is to be produced)

Place:

Date:

Signature of the Pensioner

In case of widow / family pensioners:

- (i) I declare that I have not been employed in any remunerative services.
- (ii) I declare that I have not married/remarried after the death of my husband/wife.
- (iii) I declare that I have been employed in the office.
- (iv) I do hereby undertake to report the matter of my marriage/remarriage promptly to the University.

.....
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with effect from with salary of

Rs. Per month (Certificate is to be produced)

Place:

Date:

Signature
of the Widow/Family Pensioner