

# Income Tax Filing Guide – India

## Financial Year 2024–25 (Assessment Year 2025–26)

Prepared on: September 02, 2025

A practical, step-by-step handbook for individuals filing income tax returns (ITR) in India. Includes the latest slab rates, common deductions & exemptions, documentation checklists, and answers to FAQs.

### What this guide covers

- Key dates and due date extensions for AY 2025–26
- Choosing between the New vs Old Tax Regime
- Latest slab rates & Section 87A rebate (AY 2025–26)
- Common deductions & exemptions (what's allowed in each regime)
- Documents checklist & pre-filing hygiene
- Step-by-step e-filing on the income tax portal
- How to verify your return & track refund
- Late filing, penalties & rectifications
- Frequently asked questions (FAQs)

## 1) Key Dates for AY 2025–26

• Original due date for non-audit cases was July 31, 2025; extended to **September 15, 2025** by CBDT (Circular No. 06/2025). • Tax audit report due date remains **September 30, 2025**. • Due date for audited/TP cases to file ITR is October 31/November 30, 2025, as applicable. If any date falls on a weekend/holiday, check the portal announcements.

Tip: File early to avoid last-minute portal traffic, and ensure AIS/26AS mismatches are resolved before submission.

## 2) Choosing Between New vs Old Tax Regime

• The **New Regime (Section 115BAC)** is the default for AY 2025–26. It offers concessional slab rates but disallows most exemptions/deductions. A **Standard Deduction of ₹75,000** is available for salaried/pensioners in the New Regime for AY 2025–26. • The **Old Regime** continues to be available (you must opt-out of the default new regime). It allows popular deductions like 80C, 80D, HRA, LTA, home loan interest (self-occupied up to ₹2,00,000 under Section 24(b)), etc., and a **Standard Deduction of ₹50,000** for salaried/pensioners.

## 3) Latest Slab Rates (AY 2025–26)

### New Regime Slabs (AY 2025–26)

Net Income Range (₹)	Tax Rate
Up to 3,00,000	Nil
3,00,001 – 7,00,000	5%
7,00,001 – 10,00,000	10%
10,00,001 – 12,00,000	15%
12,00,001 – 15,00,000	20%
Above 15,00,000	30%

Rebate u/s 87A (New Regime): Up to **₹25,000** when total income (after eligible deductions) does not exceed **₹7,00,000**. Marginal relief applies just above ₹7,00,000 so that tax payable does not exceed the income exceeding ₹7,00,000.

### Old Regime (Resident Individuals) – Basic Slabs (AY 2025–26)

Category	Basic Exemption (₹)	Next Slab	Higher Slab
< 60 years	2,50,000	5%: 2,50,001 – 5,00,000	20%: 5,00,001 – 10,00,000
Senior (60–<80)	3,00,000	5%: 3,00,001 – 5,00,000	20%: 5,00,001 – 10,00,000
Super Senior (≥80)	5,00,000	—	20%: 5,00,001 – 10,00,000

Rebate u/s 87A (Old Regime): For resident individuals with total income up to **₹5,00,000**, rebate up to **₹12,500** (tax becomes nil).

Health & Education Cess: 4% on income-tax plus surcharge. Surcharge applies at higher income slabs.

## 4) Deductions & Exemptions – What's Allowed Where?

**New Regime (AY 2025–26)** – Most exemptions/deductions are not allowed.

Allowed (illustrative):

- Standard Deduction for salaried/pensioners: ₹75,000 (AY 2025–26).
- Employer's contribution to NPS (Section 80CCD(2)) – up to 10% of salary (private/state) or 14% for Central Government employees.
- Agniveer Corpus Fund deduction (Section 80CCH).
- 80JJAA (additional employee cost – for eligible businesses, subject to conditions).
- Deduction under Section 80LA for specified IFSC units (subject to conditions).

Commonly Disallowed:

- HRA exemption (Section 10(13A))
- LTA (Section 10(5))
- Most allowances under Section 10(14)
- Chapter VI-A deductions like 80C (PPF, ELSS, life insurance, principal on home loan), 80D (medical insurance), 80E (education loan interest), 80G (donations), etc.
- Set-off of loss from house property against other heads is restricted; carry-forward/disallowance rules apply.

### Old Regime – Popular Deductions (Chapter VI-A & others)

- Standard Deduction (salary/pension): ₹50,000.
- Section 80C: Up to ₹1,50,000 (PPF, EPF, ELSS, 5-yr tax-saver FD, life insurance premium, tuition fees, principal on home loan, etc.).
- Section 80CCD(1B): Additional ₹50,000 for NPS (over and above 80C limit).
- Section 80D: Health insurance premium – ₹25,000 for self/family (₹50,000 if any is a senior citizen), plus preventive health check-up within the overall limit (up to ₹5,000). Separate limit for parents.
- Section 80TTA: Savings account interest for non-seniors up to ₹10,000.
- Section 80TTB: Interest (bank/post office, incl. FDs) for resident seniors up to ₹50,000 (80TTA not applicable if 80TTB claimed).
- Section 24(b): Home loan interest (self-occupied) up to ₹2,00,000; full interest for let-out with set-off limits.
- HRA exemption u/s 10(13A) and LTA u/s 10(5) subject to conditions.
- Section 80E: Interest on education loan (no monetary cap; up to 8 assessment years).
- Section 80G: Donations to approved funds (50%/100% with or without restriction).
- Section 80DD/80U/80DDB: Deductions for disability and specified diseases (subject to limits & certification).

## 5) Documents Checklist & Pre-filing Hygiene

- Form 16 from employer(s) (Parts A & B).
- AIS & TIS (Annual Information Statement & Taxpayer Information Summary); cross-check with your records.
- Form 26AS (tax credits) – verify TDS/TCS, advance/self-assessment tax.
- Bank interest certificates; Form 16A for non-salary TDS (if any).
- Capital gains statements (brokerage CAS/real estate sale deeds with cost & improvement details).
- Home loan interest certificate; rent receipts/landlord PAN (for HRA).
- Investment proofs for 80C/80D/80G/others (Old Regime).
- Aadhaar-PAN linking status, bank account pre-validation and e-verification options.

## 6) Step-by-Step: Filing on the Income-tax e-filing Portal

- Log in at the income-tax e-filing portal. From the dashboard, select 'File Return'. Choose AY 2025–26 and your status (Individual).
- Regime choice: The default is New Regime. If you want Old Regime, opt out under Section 115BAC(6) where applicable.
- Pick the correct ITR Form: ITR-1 (salary/one house property/other sources up to ₹50 lakh), ITR-2 (capital gains or multiple HP/no business), ITR-3 (business/profession), ITR-4 (presumptive).
- Pre-filled data: Validate personal details, employer(s), salary income, TDS/TCS, bank accounts. Import AIS data if needed.
- Report additional incomes: savings/FD interest, dividends, capital gains, foreign income/assets (if resident & applicable).
- Claim deductions/exemptions as per chosen regime. Ensure proofs and eligibility (e.g., 80C/80D in Old Regime).
- Compute total income & tax: confirm surcharge/cess; apply 87A rebate if eligible; ensure MAT/AMT not applicable to you.
- Pay any tax shortfall via challan (self-assessment tax). Re-compute to ensure no demand remains.
- Preview & validate the return; fix red-flag validations. Generate JSON and submit.
- E-verify within 30 days (Aadhaar OTP, net-banking, Demat, DSC, or by posting ITR-V to CPC if permitted).

## 7) Late Filing, Corrections & Refunds

- Late fee u/s 234F up to ₹5,000 (₹1,000 if total income ≤ ₹5,00,000). Interest u/s 234A/B/C may apply.
  - Belated/revised returns can be filed within the time limits prescribed for AY 2025–26; check the portal for the exact last dates.
  - Track refunds under 'Refund Status'. Ensure bank pre-validation and correct IFSC.
- Respond promptly to any CPC/AIS notices.

## 8) Worked Example – New vs Old Regime (Salary ₹12,00,000)

Assumptions: Salaried (non-senior), no other income, no capital gains. In the Old Regime, claiming ₹1,50,000 under 80C, ₹25,000 under 80D, and standard deduction ₹50,000. In the New Regime, standard deduction ₹75,000; other Chapter VI-A deductions not claimed.

Indicative result: If you have sizable deductions (e.g., 80C + 80D + HRA + home loan interest), the Old Regime may still be beneficial. If deductions are modest, the New Regime is often simpler and competitive, especially with the ₹75,000 standard deduction and 87A relief up to ₹7 lakh.

## 9) Frequently Asked Questions (FAQs)

**Q1. What is the ITR due date for AY 2025–26 for non-audit individuals?**

A. September 15, 2025 (extended from July 31, 2025).

**Q2. What is the standard deduction in AY 2025–26?**

A. New Regime: ₹75,000 for salaried/pensioners. Old Regime: ₹50,000.

**Q3. Can I claim HRA and 80C under the New Regime?**

A. No. The New Regime disallows most exemptions/deductions like HRA, LTA, 80C, 80D, etc., with limited exceptions (e.g., 80CCD(2)).

**Q4. What is the 87A rebate?**

A. New Regime: up to ₹25,000 when total income ≤ ₹7,00,000 (with marginal relief just above this). Old Regime: up to ₹12,500 when total income ≤ ₹5,00,000.

**Q5. What cess and surcharge apply?**

A. Health & Education Cess is 4% on tax + surcharge. Surcharge rates apply on higher incomes per law.

**Q6. Which ITR form should I use?**

A. ITR-1/ITR-4 for simpler cases (subject to conditions/limits); ITR-2 for capital gains; ITR-3 for business/profession. Check portal help before filing.

**Q7. How long do I have to e-verify?**

A. E-verify within 30 days of filing to complete the process.

## 10) Notes & References (Official)

- CBDT Circular No. 06/2025 dated May 27, 2025 – Extension of ITR due date to September 15, 2025 for AY 2025–26 (non-audit individuals).
- Income Tax Department 'Tax Rates' (Tutorial, as amended by Finance Act, 2025) – Slab rates for AY 2025–26, 87A rebate rules, and New Regime conditions.
- Budget 2025 FAQs – Standard deduction ₹75,000 (New Regime) and ₹50,000 (Old Regime).
- Income Tax Department guidance pages & booklets – 80C overall limit ₹1,50,000; 80D limits (₹25,000/₹50,000 and preventive check-up within limit); 80TTA (₹10,000) & 80TTB (₹50,000) for seniors.

Disclaimer: This guide is for general information only and does not constitute professional advice. Always refer to the latest Act/Rules/Notifications and consult a tax professional for your specific situation.