

Pro forma - O

Specimen Application form for cancellation of admission
(To be submitted in duplicate)

Date:

To
The Principal,
(Name of the Institute)

Sir,

Full name of candidate :
Name of College :
Course : Date of admission :.....
University Merit Number:.....State Merit Number :
Amount of fee paid : Rs.

Fee Receipt Number and Date: (Attach Xerox copy)

I request you to kindly return my original documents and refund the fees paid as per the rules.
.....

Signature of candidate

For Office use only :

Full address of the candidate:

Telephone No :

Amount Paid Rs.	
Amount Deducted Rs.	
Amount refunded Rs.	
Cheque No. & date	
Bank particulars	

Signature of Accounts Officer

Received the following original documents from the Admission Authority, along with the Cheque towards refund of tuition fees:

1.
2.
3.
4.
5.
6.
7.
Signature of the candidate