

ADMISSION WITHDRAWAL FORM

Student Name _____

Program Name _____

Admission No./Application No. _____

Father Name _____

Contact Address _____

Mobile Number _____ Alternate Contact No. _____

Email Address _____

Date of Admission/Reporting _____

Date of request for seat withdrawn _____

Reason for Withdrawal

Fee Payment Details

Fee Type	Amount Paid
Program fee	
Hostel Fee	
Other Fee (If any)	

Please submit the following documents. Refund will be done only if all the documents are submitted:

- Receipts of Amount Paid. (Photocopies)
- Hostel cancellation form to be attached (If applicable)

Signature of the Student

Signature of the Parent

Date:

NO DUES CERTIFICATE

Student Name (in English) _____

Student Name (in Hindi) _____

Father Name _____ Mob. No. _____

Mother Name _____

Admission No. _____ Enrollment No. _____

Hostel Allotted (Yes/No) _____

(If yes, please fill Hostel withdrawal form)

Program _____ Session _____

E-mail ID (in capital letters) _____

Purpose of No Dues

- Withdrawal from University
- Withdrawal from Hostel
- Cancellation of Admission
- to receive the Degree/ Mark sheet
- AnyOther-Please Specify _____

Compulsory Enclosure: Degree/Result of qualifying Exam. (10/12th/Diploma/UG/PG)**

**For PG Students degree is compulsory.

Date: _____

Student Signature

**Verified by Dean/HOD
Signature**

For Office Use Only

S.No.	Department	Room No.	Due/Remark (If Any)	Signature
1	Central Library	A-005 Library		
2	Accounts Office	A-023 Finance		
3	Alumni Registration done	A-335 Registrar Office		
4	Placement Offer Letter/Higher Education Admission Proof Submitted	A-335 Registrar Office		

1. Registered or Not in the Current Semester Yes/No
2. Class attended or not in the Current Semester (If Attended, Mention the Percentage/Count)

Verified by ERP Office

Approved by Registrar