

# UTTAR BANGA KRISHI VISWAVIDYALAYA pundibari: cooch behar

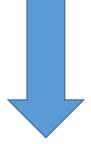
## **Notification for Refund**

Candidates who want to cancel their seat for UG degree programme for the session 2022-23 both for **Pundibari Campus and College of Agriculture**, **Majhian** are requested to send mail **from their registered mail id** only to the address <u>admission@ubkv.ac.in</u> with filled in proforma as per given below. Refund will be done as per University norms.

N.B.

- 1. Mail send from other mail id except registered mail id will not be entertained.
- 2. Mail received to the <u>admission@ubkv.ac.in</u> will be entertained only.
- 3. Seat booking slip must be attached with the application.

Proforma given below



### APPLICATION FOR CANCELLATION CUM REFUND OF SEAT BOOKING FEES

Date:	

### То The Registrar, Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar

Sir,

I booked a seat for admission to the B. Sc. (Hons.) Agriculture/B. Sc. (Hons.) Horticulture programme of your University on dated \_\_\_\_\_.

Reason for Cancellation:

Name of the Applicant:			
(IN BLOCK LETTERS)	(First Name)	(Middle Name)	(Surname)
Fee paid: Rs	_ (in words)		
<b>Details of Bank Account:</b>			
Name of A/C holder	:	A/C Number	•
Name of the Bank	:	А/С Туре	:
<b>Branch Name</b>	:	IFSC Code	:

I agree that after submitting the refund request, my candidature will liable to be cancelled instantly. Kindly allow the refund of the fees paid in the bank account detailed above, as per the rules. Thanking you,

\_\_\_\_\_

Yours truly,

Signature of the candidate

Enclosure: A copy of Sit Booking Slip

For Office use only:

Amount Paid	Rs.
Amount Deducted	Rs.
Amount to be Refunded	Rs.

Admission may be Cancelled and the proposed amount may be refunded

**Refund amount is calculated as per norms** 

**Recommended and Forwarded** 

**Signature of Dealing Assistant** 

**Convenor, UG Admission Committee** 

Chairman, UG Admission Committee

Approved and forwarded to Comptroller for necessary action

#### Registrar

\_\_\_\_\_

For use of Comptroller's Department

Refund of Rs. is made on \_\_\_ (Deputy Registrar), UG Admission Committee for record.

\_\_\_\_\_ (date), forwarded to Convenor