

RIMT University, Mandi Gobindgarh
Application For Withdrawal of Seat

To,
The Superintendent,
Student Section,
Sir,

I want to withdraw my admission. Please allow me to withdraw my admission and refund my fee amount, if applicable, after deduction as per rules. My details are as under:-

1. Student Name (Capital Letters) :
2. Father's Name (Capital Letters) :
3. Mobile No. : 4. email :
5. Name of Programme / Course :
6. Admission Category : 7. Date of Admission :
8. Roll No./Admission No. : 9. Date of Request for Seat Withdrawal :
10. Reason for Seat Withdrawal :
11. Amount of Fee Deposited: Receipt Number & Date :
(Attach Proof of deposit of fee)
12. Bank details for refund of fee (Student or Parents only) :-
Name of A/c Holder : Relation with student :
Bank Name : Branch :
Account No. : IFSC code :

Signature of Student

Signature of Parents

Note: Student will submit the I-Card along with this application form.

Signature from following authorities/departments required before submission of application form :

1. HOD : (Attendance _____ %age) 2. Chief Librarian :
3. Chief Hostel Warden : 4. Admission In charge :
5. Accounts Section : 6. Student Section :

Signature of Superintendent with Date

(Student section will de-activate the student from ERP immediately after receiving of application.)

Permission granted for refund :

Registrar

For use of Accounts Section

Fee Received :

Less Deduction :

Refundable Amount :

Refunded vide Cheque No. : Date : Mode :

Accounts officer

Chief Finance and Accounts Officer