

Form No:.....



VIVEKANANDA MAHAVIDYALAYA, BURDWAN

ESTD-1964

P.O-Sripally, Dist-Purba Bardhaman, PIN-713103

ADMISSION CANCELLATION FORM, 2024

To
The Principal
Vivekananda Mahavidyalaya,
PO-Sripally, Dist-Purba Bardhaman, 713103.

Sub: Prayer for cancellation of admission & refund of admission fee

Sir,

With due respect, I would like to inform you that I took admission to the subject/course in your institution on Now I have taken admission to another college/institution and want to cancel my admission of Vivekananda Mahavidyalaya (Day Section/ Morning Section). You are requested to take necessary action in this regard and refund my admission fee as per rules and regulations.

Bank details for refund of admission fee are given below:

Account No. (Must be in the name of applicant)	
Name of the account holder	
Name of the Bank & Branch	
IFSC	

(*** Refund will be allowed after receiving admission fees from WBHED)

Thank You.

Yours' faithfully

Date:.....

.....

(Full signature of the applicant)

Name: _____

Registration Id. _____

Contact No. _____

Enclosure:

1. Application form,
2. Payment slip,
3. Front page of Bank Pass Book,
4. Aadhar card/Voter Card

[Applicants may contact Prof. Ananda Mohan Sarkar (9474171757) for any difficulties related with admission cancellation for the session 2024-25.]

Form No:

Date:

Received an application for cancellation of admission in SEM-I, 2024 from.....

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Member
Admission Committee