



# VIVEKANANDA MAHAVIDYALAYA, BURDWAN

ESTD-1964

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

## ADMISSION CANCELLATION FORM, 2023

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 bellow:

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

Thank You.

Yours' faithfully

Date:.....

.....  
(Full signature of the applicant)

Name: \_\_\_\_\_

Registration Id.122230 \_\_\_\_\_

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. P. Mondal (7047214422) for any difficulties related with admission cancellation for the session 2023-24.*