



REFUND / COURSE CHANGE APPLICATION FORM

(Academic Session 2019-2020)
[Applicable upto Second Refund Last Date]

CENTER NAME : _____

I wish to discontinue my course due to _____
Kindly arrange to Refund / Change my course as per the rules. Details of my registration are as under. (Mention Reason)

STUDENT DETAILS

Name _____
 Father's/Guardian's Name _____
 Stream _____ Course _____
 Form Number _____ Course Code _____
 Batch Number _____ Reg.No. _____

FEE DETAIL

Payment Option Lumpsum		Installment	
Total Fee Paid	:-		
Date of Fee Deposit	:-		

**Staple Your Original I-Card
 & Attendance Card
 Fee Receipt(s)
 And
 Cancelled Cheque / Bank
 Passbook First Page Copy**

COURSE CHANGE

**CLASSROOM PROGRAMME
TO
CLASSROOM PROGRAMME**

OLD COURSE _____
NEW COURSE _____

**CLASSROOM PROGRAMME
TO
DISTANCE LEARNING PROGRAMME**

OLD COURSE _____
NEW COURSE _____
TEST CENTRE _____

For Details Please Refer Information Bulletin

Please Make Refund though RTGS. as per the refund rules of the Institute. [Father Mother Student]

I am enclosing herewith IDENTITY CARD & ATTENDANCE CARD FEE RECEIPT and Cancelled Cheque / Bank Passbook First Page Copy. (Mob.No. _____)

Place _____ Signature of Student _____

Date _____ Signature of Father/Guardian _____

UTR NO.....DATE.....AMOUNT.....

REFUND FORM ACKNOWLEDGEMENT 2019-20 (Office use Only)

Received from _____ an application for Refund / Course

Change Form No. **1** _____ Course _____

Date _____ **Note :- Refund Application Received After Due date of Refund** Signature _____