



## APPLICATION FOR REFUND OF CAUTION MONEY DEPOSITED

Name of the Student			
Registration No.			
Course( B. Tech/ M. Tech/ M.Sc. / Ph.D)			
Discipline/Branch			
Grade card of final semester with CGPA (copy attached)			
Reasons for seeking Refund of Caution Money (Please tick and specify details and indicate if Others) Attach <b>Course Withdrawal Form</b> for point no 1	1. Course withdrawal	2. Course Completion	3. Others
	Specify		
Bank Account Number			
Name of Bank Account Holder			
Name of Bank Name & Branch			
IFSC Code of Branch			
City			
Mobile No of the Applicant.			
Name of the Father/ Guardian of the Student and Signature			
Permanent Address			
Email ID			

**Note:**

1. The Bank Account must be in the name of student for refund of Caution Money through Bank Transfer.
2. Please attach a copy of cancelled cheque/front page of bank passbook for bank account details
3. Attach **NO DUES Form**
4. Only refundable & Unutilized Mess fee will be refunded as per the Institute norms.

Signature of Student

### FOR OFFICE USE

Certified that the information furnished by the student is verified with the records and found correct. The amount to be refunded –

1. Refundable deposits (Institute /Hostel/ Library) \_\_\_\_\_

2. Mess Fee \_\_\_\_\_

Total Amount to be refunded \_\_\_\_\_ in words \_\_\_\_\_

Superintendent (Acad)

Dealing Assistant (Hostel)

Associate Dean / Dean (Acad)

Executive/ Deputy warden

With a request to disburse Security Deposit after deduction of any dues from the Accounts of the Student

Assistant Registrar (Finance)

Registrar

Director