



GOVERNMENT POLYTECHNIC COLLEGE RAMBAN,
Chanderkote - 182148

STUDENT REFUND CLAIM FORM

(For Refund of Caution Money & Library Deposit)

PART A: STUDENT DETAILS (To be filled by the applicant)

Full Name of Student:
Father's Name :
Registration No. : - - Class Roll No.:
Branch/ Department : _____ Admission Year:
Drop Out /Pass out Month & Year / Mobile No. _____

PART B: DEPOSIT/REFUND PARTICULARS

Admission Fee Receipt No: _____ Date: ____/____/20____ Total Amount Deposited Under Receipt ₹ _____

Refund Amount: Caution money of ₹100 and library deposit of ₹100 Total Amount = ₹200

PART C: BANK DETAILS FOR REFUND (Account should be by the name of Applicant)

Account Holder Name:
Bank Name & Branch: _____
Account Number :
IFSC Code :

PART D: DOCUMENTS ATTACHED

1. Original Admission Fee Receipt
2. No Dues Certificate from College
3. Copy of Bank Passbook.

DECLARATION BY STUDENT

I hereby request the Institute to refund my caution money and library deposit. I certify that all dues of the Institute have been cleared, and the information furnished above is true and correct to the best of my knowledge and belief.

Place: _____

Date: ____/____/20____

Signature of Student: _____

FOR OFFICE USE ONLY

ACCOUNTS SECTION VERIFICATION

Verified from the records that the caution money amount of ₹ _____ and library deposit amount of ₹ _____ was received vide Receipt No. _____ dated ____/____/20____. The refund is admissible as per rules.

Accountant

APPROVAL BY PRINCIPAL

Sanction is hereby accorded for the refund of ₹ _____ (Rupees _____) in favor of the student.

Principal
Govt. Polytechnic Ramban