

PARVATIBAI CHOWGULE COLLEGE OF ARTS & SCIENCE

APPLICATION FOR CANCELLATION OF ADMISSION

Name :				[Student's signature]
Roll No.:				
Class:		Date:		
I wish to cancel my admission (State reasons for canceling the admission)				
Attached (Please tick where appropriate)	Fee receipt (original)	<input type="checkbox"/>		
	ID card	<input type="checkbox"/>		
Principal's remark:				
No Dues Remarks				
For All Students	Library			
	O.I.T			
	N.C.C [If Opted]			
For Science Students Only	Dept. of Chemistry			
	Dept. of BioTechnology			
	Dept. of Botany / Zoology			
	Dept. of Comp. Science			
	Dept. of Physics			
	Dept. of Geology			
	Dept. of Geography			

INSTRUCTIONS:

For cancellation of admission the students have to **strictly** observe the following procedure:

- a. Download the prescribed application form available on the web
- b. Fill up the same and enclose the following
 - i. Fee Receipt (in original)
 - ii. College ID card (if issued)
- c. 'No Dues' remark to be obtained by **Science students only**, from respective departments of the subjects opted by the student.
- d. Principal's approval to be taken on the application form
- e. After completing all the formalities, Form with enclosures should be submitted in a **sealed envelope** at the office counter.
- f. Please make a copy of all the forms and documents that you submit to the office for your own record.
- g. Account Dept will make refund of fees by D/D after 10 days of submission of form. The accounts department will intimate you by email to collect the refund amount.