

APPLICATION FOR CANCELLATION OF ADMISSION
(Please attach original of Fee Receipt)
ACADEMIC YEAR 2017-2018

Date : _____

From:

Name of the Student: Shri / Smt. / Kum.

(In Block Letters) _____
(Surname) (Own Name) (Father's/Husband's Name) (Mother's Name)

Residential Address (As registered in the Nagindas Khandwala College record) :

Pin Code : _____ Tel. No. _____ Class : _____

Academic Year 201 to 201 Div. : ___ Roll No. : ___ Fee Receipt No. ___ & Date : _____

The Principal,
Nagindas Khandwala College of
Commerce, Arts & Management Studies And
Shantaben Nagindas Khandwala College of Science,
Bhadran Nagar, Road No. 1,
Off. S.V. Road, Malad (West),
MUMBAI - 400 064.

Madam,

I Secured admission to the _____ Class in your
College on _____. I would like to cancel it due to the following reasons:

- 1) I am enclosing a original copy of the Fee Receipt. (No. _____ Date _____)
- 2) I am returning my Identity Card and Library Card.

I request you to kindly return my Original Marksheet / Passing Certificate which I have submitted while taking admission to the above class in the college.

Thanking you,

Yours faithfully,

(Signature of the Parent)

(Signature of the Student)

Permission may be given
To cancel the Admission as desired
by the student

Concerned Clerk

Permitted to cancel Admission and
the necessary notings are made in the
in the relevant documents

Entitled / Not entitled for Refund
of fees as per rule

Librarian Signature

Superintendent (Admn.) / Head Clerk

Superintendent (F & A)

Please refer to the Prospectus for the Rules of Refund. Students are requested to attach Photo Copies of Fee Receipts alongwith the application. You are requested to return your original I-Card of the college.