NAGINDAS KHANDWALA COLLEGE OF COMMERCE, ARTS & MANAGEMENT STUDIES AND SHANTABEN NAGINDAS KHANDWALA COLLEGE OF SCIENCE

APPLICATION FOR CANCELLATION OF ADMISSION
(Please attach original of Fee Receipt)
ACADEMIC YEAR 20 - 20

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 20____ to 20____ Div. : ___ Roll No. : _____ Fee Receipt No. _____ & Date: _____

To,
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 Xerox Copies of Fee Receipts alongwith the application.