



# GOURAV GUIN MEMORIAL COLLEGE

(Affiliated to Vidyasagar University)

**CHANDRAKONA ROAD**

**P.O.- SATBANKURA \* DIST.- PASCHIM MEDINIPUR \* PIN - 721253**

**NOTICE**

**Dated: 03/12/2022**

## Admission Money Refund

Candidates who were admitted into the 1<sup>st</sup> Semester Classes in different courses / programs in this College for the Academic Session 2022-23 and who did not verify their online admission documents / did not register in Vidyasagar University Registration portal from this College are asked to note that for getting refund of their admission money they are to apply in the format attached with this notice. Duly signed **Admission Money Refund Form** with necessary attachments must be submitted by the **candidate only to the College Office** on any working days upto 17.12.2022 (excepting Wednesdays, Saturdays, Sundays and any other public Holidays) between 11-00 AM and 02-00 PM.

Candidates willing to get refund are also asked to attach self-attested photocopy of the following documents with the **Admission Money Refund Form**:

- (1) Admission Form of the Candidate;
- (2) Admission Money Receipt of the Candidate;
- (3) Page / pages of the Pass Book containing account details as mentioned by the candidate. *(Bank account must be in the name of the candidate and not in the name of any other person)*

**Admission Money Refund Form submitted in hard copy and containing all the mentioned attachments will only be accepted for consideration of refund. Refund of admission money will be as per UGC Refund Rules.**



*Anupam Parua*

Dr. Anupam Parua  
Principal

Gourav Guin Memorial College

Principal  
Gourav Guin Memorial College  
C. K. Road, Satbankura  
Paschim Medinipur, 721253



**GOURAV GUIN MEMORIAL COLLEGE**  
(Affiliated to Vidyasagar University)

C. K. RAOD: SATBANKURA: PASCHIM MEDINIPUR: PIN-721253

**ADMISSION MONEY REFUND APPLICATION FORM**

To  
The Principal  
Gourav Guin Memorial College

Sir,

With due respect I, the undersigned with following particulars pray before you for cancellation of my admission in 1<sup>st</sup> Semester in your College and refund of admission money which I had deposited at the time of my admission in the College:

1) Student Name (Capital Letter):

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2) Father Name:

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3) Permanent Address:

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4) Student ID No.

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5) Subject / Course Name:

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6) Mobile No.:

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7) E-Mail ID.:

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8) Particulars of Bank Account

Name of the Account Holder:

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Account No.:

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Name of the Bank:

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Name of the Branch:

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IFS Code:

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9) Reason of Cancellation  
of Admission:

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I do, hereby, declare that all the above information given by me in support of my application are true, complete & correct to the best of my knowledge.

*Signature of the Student with Date*

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Received an Admission Money Refund Application from Sri / Kumari .....

..... having Student ID .....

**Signature of the Dealing Assistant with Date and Seal**