



# MAHARAJA SRISCHANDRA COLLEGE

NAAC ACCREDITED

20, RAMKANTO BOSE STREET, KOLKATA - 700 003

Phone : 2555 5810 (Office), 2543 2949 (Principal), 2543 6687 (Teachers' Room)

E-mail : msccollege20@yahoo.com, Website : www.msccollege.org

Ref. No. ....

Date.....20.....

Date: 24.11.2023

## Notice for Admission Cancellation Money Refund

**Applicants of 1<sup>st</sup> Semester B.A., B.Sc. & B.Com. who had cancelled their admission from this college (for the session 2023-2024) are advised to fill up the attached form and submit the same with following documents to Mr. Suvendu Biswas, Head Clerk from 01.12.2023 to 15.12.2023 for refund.**

By order

Documents to be submitted –

1. Copy of Application for refund
2. Copy of Admission Form
3. Copy of Admission Cancellation Receipt
4. Copy of Admission Payment Receipt
5. Copy of Bank passbook (Front page)
6. Duly signed Form (**attached next page**)



## **Form**

I, \_\_\_\_\_ (name) \_\_\_\_\_ (B.A./B.Sc./B.Com.) do hereby authorize the college to deposit my refund amount to my following A/C details:

Name of the A/C holder (in block letter):

Bank Name:

Branch Name:

Account No.:

IFSC Code:

Personal Contact Number:

Admission Voucher No.:

Admission Application No.:

Date of Admission cancelled:

Stream:

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Signature of the candidate with date