

FORM FOR CANCELLATION OF ADMISSION

The Principal

Date : _____

Bunts Sangha's S M Shetty College of Science, Commerce and
Management Studies, Powai, Mumbai 400 076.

Respected Sir,

Subject : Cancellation of admission in _____ class.

REASON OF CANCELLATION : _____.

This is to request you to kindly cancel my admission in your college in the above class. My details are given below : -

I am enclosing herewith original challan by which I have deposited the fees in the college. Kindly issue the cheque towards refund in favour of _____.

Thank you.

Yours faithfully,

(Signature)

Name : _____

Address : _____

Tel. No. : _____ Mobile no. : _____.

REMARKS :

Course Co-ordinator

Chief Co-ordinator

Principal.

No Dues :

Librarian

Accounts department

Order for refund :

Registrar

Principal.