

ADMISSION CANCELLATION FORM

Date:- _____

Name: _____
Surname First Name Father Name Mother Name

Address: _____

Phone No. _____ Mobile No. _____

Class:- _____ Div. & Roll No:- _____ Control ID No. _____

Admission Fee Payment Transaction ID No.: _____

To,
Principal
V. G. Vaze College,
Mulund, Mumbai – 81.

Sub:- Cancellation of Admission

Sir,

I have secured admission in your college to _____ class and have paid Fees. Rs.
_____ vide Fee receipt no. _____ Date _____.

I wish to cancel the admission for the reason given below:-

You are requested to kindly transfer refund of fees in favour of
Mr. / Mrs. _____ Account Holder Contact
No. _____ who is my Father/Mother and Guardian.

Kindly return my original certificates if submitted and balance amount of fees, after deducting dues as per the rule.

Thanking you,
Yours faithfully,

Name & Signature of student

Receiver's Signature & Date

List of Enclosures along with the cancellation Form:

- 1) Admission Receipt (Online)
- 2) Cancellation Cheque for transfer of Refund Amount through RTGS

Note:

- 1) Refund of Fees after 15th October 2020
- 2) Submit the form and list of encloses through online on the following Email ID
 - XI / XII /BA /B.Com/ B.Sc – **vazeacc@gmail.com**
 - B.Com BI/AF/BAMMC/BMS/B.Sc IT/BT/B.VOC –**sfcacc20@gmail.com**