



# COTTON UNIVERSITY

Panbazar, Guwahati, Assam-781001

[www.cottonuniversity.ac.in](http://www.cottonuniversity.ac.in)

## APPLICATION FOR REFUND OF HOSTEL SECURITY DEPOSIT

(To be submitted within 90 days of Hostel seat withdrawal . Late application will not be entertained)

1. Name of the student .....
2. Enrolment No ..... Department .....
3. Name of the hostel in which resided .....
4. Date of Hostel Admission ..... Date of Hostel seat withdrawal .....
5. Reason for hostel seat withdrawal .....
6. Amount of refundable Hostel Security Deposit claimed : Rs .....  
(Attach copy of Hostel Security Deposit Receipt)
7. Bank account number of the student .....
8. Name of the Bank .....
9. Name of the Bank Branch .....
10. IFSC of the Bank Branch ..... (11 digit alphanumeric code)

The above stated information are true to the best of my knowledge and if the information is found to be false, the University is liable to take any action as it deems fit.

Date:

Full signature of the student

### **RECOMMENDATION OF THE SUPDT./WARDEN OF THE HOSTEL**

The above stated particulars are verified and found correct and the student has cleared all his dues to the hostel. Hence, the Hostel Security Deposit of the student may be refunded.

Date:

Signature with seal  
Supdt./Warden of the Hostel

### **OFFICE NOTES & ORDER**

Particulars checked by

Verified by

Approved &  
Payment be released

Dealing Assistant

Dean/DSW

Registrar