



COTTON UNIVERSITY

OFFICE OF THE ACADEMIC REGISTRAR

Panbazar, Guwahati, Assam-781001

No: CU/Acad/Orders & Notices/2017/052/17

Date: 02/02/2022

NOTICE

This is hereby notified that PG 3rd Semester students who were admitted to PG 1st Semester in 2020-21 under Assam Govt Fee Waiver Scheme and are now eligible to claim refund of the amount deposited at the time of admission **after adjustment of the renewal admission fees** for 2021-22, should fill up the enclosed application proforma and submit to the Office of the undersigned **by 5 February 2022** at the latest.

A copy of the **acknowledgement receipt of admission renewal** must be enclosed with the filled up application proforma. There shall be no extension of the last date mentioned in this notice.

Dr S K Dutta
Academic Registrar

Encl. Proforma for refund application

Copy for information to:

1. PS to VC
2. PS to Registrar
3. DSW
4. Finance Officer
5. Cashier
6. Computer Systems Manager, to upload this notice to the University website
7. Office File



COTTON UNIVERSITY

Panbazar, Guwahati – 781001, India
Website: www.cottonuniversity.ac.in



Request for refund of balance amount after adjustment

(Only for Students admitted to PG 1st Semester in 2020-21 under Fee Waiver Scheme)

To,
The Academic Registrar

Sir,

Respectfully, I request to refund the balance amount of Security Deposit after adjustment under Fee Waiver Scheme as per University rules.

My admission details are as follows:-

1. Name of the Programme:- _____
2. Name of the Student (Mr. /Ms.) (In Block Letters):- _____
3. Semester: - _____
4. Enrolment ID: - _____
5. MobileNo: - _____
6. E-Mail: - _____
7. Date of Admission: _____

Deposited Amount:Rs 3,000.00(Security Deposit)

Less: Admission Fee:Rs 950.00

Amount Refundable: -Rs 2,050.00

(Enclosed Acknowledgement Receipt of Admission Renewal)

Bank details for receipt of fee refunded:

Bank Details
Bank Name: _____
Branch Name: _____
Bank IFSC code: _____
Bank A/c No.: _____
Name of A/c holder: _____
<i>(Attach cancelled cheque / photocopy of bank passbook)</i>

Signature of Candidate

The above candidate is allowed the aforesaid refund.

Academic Registrar

Date of approval: _____