



GANPAT UNIVERSITY Ganpat Vidyanagar- 384012, Mehsana-Gozaria Highway, Mehsana, GUJARAT, INDIA	Off:	02762-286080, 286924
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APPLICATION FORM FOR CANCELLATION OF ADMISSION

College/Institute Name:																				
Programme & Branch:																				
Current Semester:																				
Enrollment No.:																				
1.	Name of the Student (As per the Enrollment / Registration)																			
2.	Address for Communication:																			
																	PIN CODE			
Phone: (R)			(M)						E-mail:											
3.	Gender:	Male				Female														
4.	Reason for cancellation of Admission :																			
5.	Specify the Refund collection option after cancellation	Collect from Institute by self						By Post or Courier												
Declaration by student: I solemnly declare that the particulars given above are correct.																				
Place:																				
Date:										Signature of the Candidate					Signature of the Parent/Guardian					
FOR INSTITUTE USE ONLY																				
A. Date of Admission:					C. Detail of Fees paid for each semester															
B. NO DUE Submitted																				
Yes		No																		
Admin Staff's Remark:										Name & Signature										
Head of Department's Remark:										Name & Signature										
Principal's Remark:										Name & Signature										
FOR UNIVERSITY OFFICE USE ONLY																				
a.	Application Verified by :										d.	Account Officer:								
b.	Controller of Examination:											(i) Tuition Fees Refund:								
c.	Deputy Registrar(Academic):											(ii) Deposit Refund:								
										(iii) Admission Cancel Date :										

INSTUCTION FOR THE STUDENTS REGARDING CANCELLATION OF ADMISSION

1. For the cancellation of admission, a candidate has to apply in the prescribed form duly signed by him/her and counter signed by his/her parent/guardian at respective Institute.
2. The candidate has to submit the original fee receipt & photocopy of "No-Due" (Original submit at respective Institute) along with the form.
3. GNU will issue the cheque of Refund in the name of the candidate only.
4. The candidate may collect the same from Student Section of concerned college or the cheque will be mailed by Speed post or courier to the candidate as per the option selected by you.