



# SHRI JAI NARAIN MISRA POST GRADUATE COLLEGE

(An associated College of Lucknow University)

Accredited Grade 'A' by NAAC

## **Fee Refund Form 2025-26**

**(\*\*\*\*Terms & Conditions Apply\*\*\*\*)**

Registration No : \_\_\_\_\_ Course Applied: \_\_\_\_\_

Name of Student : \_\_\_\_\_

Father's Name : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Address : \_\_\_\_\_

Paste Your  
Photograph

Mobile (Self): \_\_\_\_\_

Mobile (Guardian): \_\_\_\_\_

Whether Candidate appears in counselling (For 1<sup>ST</sup> Semester Only): YES

☐

NO

☐

**Clearly state the reason of Fee Refund:**

### **Enclosures:**

1. Payment Acknowledge Receipt (Mandatory)
2. Registration Form for 1<sup>st</sup> Semester Only (Mandatory)
3. College Fee Receipt / I-Card (if Available)
4. Aadhar Card (Photocopy)
5. Candidate's Bank Passbook Photocopy 1<sup>st</sup> Page / Cancelled Cheque

(\*All Enclosures must be self-attested by candidate.)

Guardians Signature

Student Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### **Fee Refund Policy**

1. Fee deposited at the time of registration will not be refunded.
2. The fee refund request shall be entertained if made within 30 days from the date of admission.
3. Fee refund is subjected to 10% deduction in total fee if the candidate has not locked the seat during counselling.
4. If refund request is made after locking the seat in counselling. Only Enrollment and Examination fee will be refunded.
5. All rights pertaining to any dispute regarding refund shall be reserved with college authorities.

-----For Office Use Only-----

Verified by

Approved by

Seen and Sanctioned for fee refund by

Cashier / Clerk

Asstt. Accountant

Principal

Secretary / Manager