

To

The Principal ,
Government College Sector-9
Gurugram

Sub.: Request for Cancellation of admission in Course

Kindly cancel my admission and refund my fees

1. Reason of Cancellation
2. Registration number
3. Candidate Name
4. Father's Name
5. Mobile No. Alternate No.
6. Date of Payment of Fees
7. Date of Request of Cancellation
8. Bank Account Number of Student Only
9. Bank Name
10. IFSC Code

Document's to be enclosed :

1. Fee Receipt
2. Clear Photocopy Passbook of Bank
3. Cancel Cheque

Parent's Signature

Candidate's Signature

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For Office Use Only

Receipt

Received Application for cancelation of Admission Form

Registration No. In Date

Clerk's Signature