



MAHISHADAL RAJ COLLEGE

(Govt. Sponsored), Estd - 1946
NAAC accredited 'A' Grade College
Mahishadal , Purba Medinipur.

Ref. No.: 07/MRC/PG/Adm./2023

Date : 22.09.2023

Notice

It is notified for the information of all concerned that the admitted students who want to cancel their admission from the concerned subject, are advised to **apply in specified format of Admission Cancelled & Refund of Admission Fees (attach herewith)** and sent to the concerned mail id (mrcpgadmission@gmail.com) with all supporting documents. The refund policy will be maintained as per UGC guidelines.



Principal
Mahishadal Raj College

Dr. Goutam Kumar Maity
Principal
Mahishadal Raj College
Mahishadal, Purba Medinipur



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FORMAT OF ADMISSION CANCELLATION AND CLAIM OF REFUND OF ADMISSION FEES (POST GRADUATE)

To,
The Principal
Mahshadal Raj College

Subject : Admission Cancelled & Refund of Admission Fees

DETAILS OF ADMISSION [FOR WHICH THE REFUND IS BEING CLAIMING]

NAME OF THE CANDIDATE			
SUBJECT		MOBILE NO.	
APLLICATION ID / STUDENT ID		TRANSACTION ID / SLIP NO.	
AMOUNT OF FEES		TRANSACTION DATE	

The college authority will notify the dates of refund in proper time. The candidates are advised to follow the Website regularly. **The fees will be refunded as per the UGC Guidelines from the College Cash Counter,** failing which the said amount will not be possible to refund to the candidates. **As per the notice producing the Aadhaar Card of the candidate as Id proof and maintaining social distancing.**

NOTE :

The candidates have to send the filled in format to our college email id: (mrcpgadmission@gmail.com) including the scan copies of

- 1) Admission Payment Slip(s)
- 2) Online Application Form(s)

Date:

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Signature of the candidate