



# MAHISHADAL RAJ COLLEGE

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

Ref. No.: 07/MRC/PG/Adm./2024

Date: 21.09.2024

## 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](mailto:mrcpgadmission@gmail.com)) with all supporting documents. The refund policy will be maintained as per UGC guidelines.

B. Ghosh

Convener



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](mailto: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