

## STUDENT WITHDRAWAL APPLICATION

To,  
The Admission & Marketing Head,  
Amrapali University  
Shiksha Nagar, Lamachaur, Haldwani,

Subject: Application for Fee Refund

Sir,

With due respect it is stated that I have taken admission in \_\_\_\_\_  
Programme at your Institute as a regular candidate. I would like to withdraw my admission from the  
above mentioned course. Kindly transfer the amount in my personal bank Account only.

The reason are:-  (TICK MARK)

- I have taken admission in other college/University
- I have been selected in defence
- I want to drop the year due to: -

Financial Issue  Health Issue

Family issue  Relocation issue

I had submitted to the University; the Original fee receipts are enclosed with this application. I understand that the refund will be as per the laid policy of Amrapali University. It will take a specific processing period of at least 1 month and will be transferred to my account or processed through cheque in my name only. My Accounts details are mentioned below. Looking forward to your response for which I shall be highly grateful to you. Yours Obediently,

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

Signature of Parent: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Bank Name & City: \_\_\_\_\_

Student Bank Account Number: \_\_\_\_\_

IFSC Code: \_\_\_\_\_

Photo copy of my bank passbook detail or cancelled blank Cheque is attached.

Date of Admission: \_\_\_\_\_

**Feedback (Mandatory):** Please help us in identifying the facilities which you think should be improved for the development of Amrapali University: -  (TICK MARK)

Class Rooms   
Teaching Methodology

Laboratories   
Hostel

Student Signature: \_\_\_\_\_  
Date of withdrawal: \_\_\_\_\_