

Application for the Refund of Caution Money

The Principal
Vasanta College for Women
Rajghat, Varanasi

Sub: - Refund of Caution Money

I D/o. student of
(course with subject) was regular student from Session to

I have successfully completed my degree from this college and therefore submitting request for the refund of caution money deposited at the time of admission.

Receipt of fees (First Year) and copy of bank passbook are hereby attached for your ready reference.

The bank details and other necessary details are as follows.

Student's A/c No.....
Bank Name.....
IFSC Code.....
Branch.....

Exam Roll No:
Enrolment No.:
Mob. No.:
Email ID:

Date:

Signature:

Verification and No-Dues from the Department and Library (To be done by Student)

This is to Certify that Ms.....of (Course)..... was regular student of Department.

1. During this period she was not involved in any type of damage of college properties hence there is no dues against her.
2. There is no book due against her.

.....
HOD Signature

.....
Librarian Signature

.....
Lab In-charge Signature

.....
(Office Use only)

It is verified that caution money of Rs..... was deposited by Ms.....of (Course).....vide receipt no.....Dated..... caution money may be refunded.

Dealing Assistant