



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

No.1.10.2/Regis./Exam.Fee.Rfnd.(Int.Sem)/2020

Dated: 2.10.2020

NOTICE

Based on the requests received and as has been recommended by the Competent Authority, I am to notify that University has decided to refund the half / full amount of the ongoing interim semester examination fees to the deserving students based on the applications addressed to the University and submitted to the college authority concerned, who will intern submit all collected applications to the office of the Finance Officer of the University at Haringhata, Nadia. Applications has to be made in the prescribed format as appended below along with the submission of the copies of the valid documents like, (i) Registration Certificate, (ii) Admit card of the interim semester (iii) current income certificate of the parents/ family to be obtained from local government officials like BDO/ SDO/DM/Municipal Officer or equivalent – **original copy**), (iv) Copy of the first page of the Passbook (for account details to reimburse the fee). Filled in application form duly completed and primarily scrutinized and endorsed by the college concerned, should reach the University latest by 10th November, 2020. However for the interest of the completion of the process of publication of result, all will have to primarily pay the fees and they will get the refund based on the recommendation as applicable.

Received applications to be reviewed by a High Power Committee and based on the report deserving candidates will be given half / full refund of the ongoing interim semester examination fee paid. No private communication / application made by other means by the candidates will be considered.

Dr. Partha Pratim Lahiri,
Registrar, MAKAUT, WB.

**APPLICATION FOR REFUND OF ONGOING
INTERIM SEMESTER EXAMINATION FEE – 2020**

To

The Finance Officer

MAKAUT, WB

Dear Sir:

I apply for refund of the ongoing interim examination fee (half / full refund). Kindly consider my request and oblige. I am furnishing following details in support of my claim.

1. Name:
2. Father / Mother / Guardian Name:
3. Mobile No:
4. Email:
5. College Name:
6. Course Name:
7. Roll No:
8. Registration No with year:
9. Bank accounts details:
 - (a) Account Holder Name:
 - (b) Account No:
 - (c) Bank:
 - (d) IFS Code:

Signature:

Date:

Documents to be enclosed:

1. Copy of Registration Certificate
2. Copy of Interim Semester Admit Card
3. Original Parent / Family Income Certificate
4. Copy of Pass book front page