

DRONACHARYA GOVT. COLLEGE GURUGRAM
ADMISSION CANCELLATION GUIDELINES 2022-23

The candidate has to visit the college physically and submit the following documents to Mr.

Desh Raj in Admin Block :

1. The 'Admission Cancellation Form' (attached here).
2. Your fee receipt.
3. Bank account details of candidate.

NOTE : The fee refund will be as per Gurugram University guidelines.

To

Date:

The Principal

DGC Gurugram

Subject: Request for Cancellation of admission in course

Kindly Cancel my Admission and Refund my Fees.

Reason for Cancellation.....

Registration No.....

Candidate Name.....

Father's Name.....

Mobile No. 1.....Mobile no.2.....

Date of Payment of Fees.....

Date of Request of Cancellation.....

Bank A/C No. of **student only**.....

Name of Bank.....

IFSC Code.....

Enclose copy of Fee Receipt and passbook of candidate

Candidate Signature

For Office Use Only

Receipt

Received Application for Cancellation of Admission from
Registration No..... in date

Clerk Signature