Case No.	
Date	

## PANJAB UNIVERSITY, CHANDIGARH

Application for refund of Amount/Fee (Rs. 200/- or more) paid in excess (See the rules mentioned overleaf)

/					
Name : (in capital)				Amount Claimed as excess	
ППП				KS	
Amount Deposited					
Father's Name				Rs	
				University Receipt	
ExaminationRoll NoSession and Year					
Reason(s) (for Seek	Date				
***************************************					
Address of the applic	cant				
PINPHONE(S)				Full Signature of the Applicant	
PINPHON	NE(S)			Date	
		(For Office use	• • •		
	1) Fee remitted Rs				
		orrect. Claim is in order.	appround for retained		
	Refund of Rs		may be allowed by the Regist	rar.	
Clerk	Assistant/A.S.C	). Superint	endent A	ssistant Registrar/Deputy Registrar	
Recommen	ded	, ·	Allowed		
			Allowed		
C.O.E./F.D.O. Registrar					
(For use by Accounts Branch)			(For use by the Audit Department)		
I) Fee of Rs	received vide U	Jniversity	Check list :-		
Receipt NoDate				1. Sanction	
Excess Fee of Rsis lying unaccounted for Refund of Rs				<ol> <li>D&amp;C Register</li> <li>Income Register</li> </ol>	
Clerk Assistant		Pay order			
2) Refund of Rsmay be sanctioned out of			Preaudited & Passed for	- Rs	
Budget head "Refund" where the provision exists.  3) Cheque may be allowed to be drawn in favour of					
			***************************************		
	40				
Clerk/Asstt.	O.S.A.	A.R.A.	Auditor	Resident Audit Officer	
		A.N.A.		Panjab University	

Cheque No......Dated....

Pay order Verified

O.S.A.

A.R.A.

Clerk/Asstt.

## Rules :-

That the excess Fee of Rs. 200/- or more only, paid to the University by a Student/ Candidate, for whatever reasons, may be refunded to him/her by forfeiting to the University 10% of the fee paid in excess, with the sanction of the Registrar, Provided that the application for refund of excess Fee made only on the form prescribed by the University filled in and completed in all respects, must reach this office within <u>Six</u> months of the date of deposit of the excess Fee.

E2\P.U.P. (48)-500/28-5-2014