

**APPLICATION FORM
FOR
REFUND OF CAUTION DEPOSIT**

S.L. NO.

TO
THE JOINT REGISTRAR (ACCOUNTS)
VISVA-BHARATI, SANTINIKETAN

Through Proper Channel

Sir,

I am a student of (Course)

Department of....., Bhavana / Vibhaga.

have passed the final semester examination/appeared for on/...../..... for the academic session

Therefore, I request you to kindly arrange to refund the caution deposit money in my bank A/C as mentioned below.

Thanking you,

Yours sincerely

(Full signature of the Applicant with date)

PRINCIPAL / HEAD OF THE DEPARTMENT
SIGNATURE WITH STAMP

BANK NAME (IN CAPITAL).

BANK ACCOUNT NO (APPLICANT). STUDENT ID.NO.

IFSC CODE NO. MOBILE NO.

- ENCLO.** 1. ORIGINAL ADMISSION FEES RECEIPT
2. PHOTO COPY OF NO-DUES CERTIFICATE (SELF ATTESTED)
3. PHOTO COPY OF BANK PASS BOOK (FRONT SIDE) (SELF ATTESTED)
4. PHOTO COPY OF PASSPORT (SELF ATTESTED) *** (FOR FOREIGN STUDENT ONLY)

FOR OFFICE USE ONLY

Total refundable amount Rs.

Checked & Verified

Dealing Assistant
Student Section, Accounts Office

Section Officer
Student Section, Accounts Office