E1/P.U.P. (393)–15,000/26-12-2017

Case No.....

Dated.....

PANJAB UNIVERSITY, CHANDIGARH

Application for refund of (i) Examination Fee, (ii) Registration Fee, (iii) Certificate Fee and (iv) Amount paid in excess.

Name : (in capitals)

Father's Name

Examination.....Roll No.....

Session and Year.....

Office Reference No.....

Dated.....

Amount Claimed : Rs.....

Amount Deposited : Rs.....

University Receipt No.....

Dated.....

Reasons.....

.....

Address of the applicant :

.....

.....

Signature of the applicant

Dated.....

(For use by the Examination Branch)

1. Fee remitted by the candidate Rs.....University Receipt No.....Dated.....
2. Prescribed Fee.....
3. Date of commencement of the Examination.....
4. Date of receipt of application for refund.....
5. Above particulars checked and found correct.

Claim is in order. Refund of Rs.....may be allowed.

Clerk Assistant Superintendent A.R.E./D.R.E.

(For use by Accounts Branch)

1. Fee of Rs.....received vide University Receipt No.....dated..... is lying unaccounted for Refund of Rs.....

Clerk Assistant

2. Refund of Rs.....may be sanctioned out of budget head "Refund" where the provision exists.
3. Cheque may be allowed to be drawn in favour of.....
.....

Clerk/Asstt. ARA/FDO

(For use by the Audit Department)

Check List :
1. Sanction
2. D & C Register.
3. Income Register.
4. .....

PAY ORDER

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

A.R.A./F.D.O.