



PRESIDENCY UNIVERSITY  
KOLKATA

Office of the Registrar

Presidency University

86/1 College Street, Kolkata- 73

Notice

The students who were admitted in 2011( for B.A/B.Sc ) or in 2012 ( for M.A/M.Sc) are hereby informed to submit the application in the attached prescribed form (to be downloaded) for refund of Library deposit/laboratory deposit . The application should be duly certified by the concerned HOD and Library-in-charge in respect of "no dues"and is to be submitted to the office of The Dean of Students. The original challan showing the payment of such deposit should be attached with the application.

Last date of submission of the application **15.10.2014.**

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Registrar (Addl. Charge)



## Presidency University

86/1, College Street, Kolkata- 700 073

### Application Form for Refund of Laboratory / Library Deposit (Strike out whichever is not applicable)

1. Name of the Applicant :
2. Mailing Address :
3. Mobile No. & E-mail Address :
4. Course : BA / B.Sc. / M.A. / M.Sc. in \_\_\_\_\_
5. Roll No. :
6. Examination Passed :
7. Year of Entry :
8. Year of Passing the Examination /  
Leaving the University :
9. Amount of Refund Applied for :  
(To attach original Pay-in-Slip of the deposits)

Sl. No.	Particulars	Amount (Rs.)
1.	Library Deposit	
2.	Laboratory Deposit	
	Total	

Do you like to get the money through **NEFT** or **Cheque**?

**If NEFT, then mention the following points:**

- Bank Name & Branch (with full Address) :
- Account No. (with type of A/c) :
- Account Name :
- IFS Code :
- MICR Code :

\_\_\_\_\_  
Signature of Student / Applicant

Signature with Rubber Stamp of HOD in confirmation of "No Dues" in Departmental Library and Laboratory:

\_\_\_\_\_  
Date:

Signature with Rubber Stamp of Librarian in confirmation of "No Dues" in Central Library:

\_\_\_\_\_  
Date: