

# Student Application for Refund

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

To  
Principal,  
Govt.Polytechnic, Palanpur

Sub:-Regarding refund of fees.

Respected sir,

With reference to above mentioned subject, I would like to request you to refund fees paid in online portal because fees was paid by mistake. The details are mentioned below and the proof of payment is attached with this application.

### My Details

<b>Enrollment number</b>	
<b>Name</b>	
<b>Exam fee type (Regular/Remedial)</b>	
<b>Semester &amp; Department</b>	
<b>Address</b>	
<b>Contact Number</b>	
<b>Contact Mail ID:</b>	
<b>Reason for refund</b>	<input type="checkbox"/> 1. Fees paid by mistake <input type="checkbox"/> 2. Others
	Reason for Others (Write Here) :
<b>Total Amount:-</b>	
<b>Account No:-</b>	
<b>IFSC CODE:-</b>	
<b>Branch name</b>	
<b>Subject code (If pass in rechecking/reassessment)</b>	

Attach following documents with this application:-

- (1) Challan /Receipt of mistakenly paid fees.
- (2) Account passbook first page copy.

Class Coordinator

Signature of Student

Head of Department