

Application for the Refund of caution Money

To,
 The Principal
 Arya institute of Engg. & Technology
 Kukas, Jaipur
Sub: - Refund of Caution Money

Respected Sir,

I..... S/D/o. Sh. student of
 (course).....of(branch) (..... RTU Roll No.) was
 regular student from To..... I have successfully completed my degree from this
 institute & therefore submitting the request for the refund of Caution Money deposited at the time of
 admission.

Original receipt of Caution Money is hereby attached for your ready reference. Kindly do the needful and
 oblige.

Thanking You,

Date:

Encl: 1.Original Receipt of Caution Money

Signature of Student

2. Photocopy of First to Final Year Mark sheet

Name.....

(Maximum Marks.....Obtain Marks.....) RTU Roll. No.

3. Photocopy of I-Card

Branch/ Sem

Check & Verify by :

Mobile no.....

(For Registrar Office Use)

Verification and No-Dues From the Department (To be Done by Student)

This is Certify that Mr.\Ms.....of (Course)..... was regular student of
Department.

1. During this period he/she was not involved any type of damage of college properties hence there is no dues against him.
2. During this period he/she was involved in damage of college properties and hence no dues against him for the same is Rs.....

HOD Signature.....

HOD Name

For Accounts Office (Office Use only)

It is verified that Caution Money of Rs..... Was deposited by Mr./Ms.....of
 (Course).....vide receipt no..... Dated.....

Caution Money may be refunded/not refunded

Signature of Accounts officer

Registrar