



VIDYASAGAR COLLEGE

39, Sankar Ghosh Lane, Kolkata - 700006

www.vidyasagarcollege.edu.in

Application for POST GRADUATE Admission Cancellation

Students who have taken admission at Vidyasagar College, Kolkata in various PG courses are hereby informed that application for **admission cancellation** for the PG courses (.....) will be received in College Office (39, Sankar Ghosh Lane, Kolkata) on and (..... PM-..... PM). Students are instructed to submit the following documents along with the admission cancellation form for the same.



1. Admission cancellation form attached with this notice duly signed by the applicant and guardian

2. Printed copy of Application : (1 copy)

3. PHOTOCOPY copy of BANK TRANSACTION CHALLAN

4. GREEN CARD



One cancelled cheque (with bank details)
or Photocopy of 1st Page of Passbook with
account details duly signed by the
applicant

By order
Principal
Vidyasagar College

Admission cancellation application form

To,
The Principal
Vidyasagar College, 39, Sankar Ghosh Lane,
Kolkata – 700006, West Bengal

Subject: Application for Cancellation of Admission for the Academic Session

Respected Sir/Madam,

I am writing to formally request the cancellation of my admission to **Vidyasagar College** for the **Academic Session** Kindly instruct the college office to process the cancellation of my admission and, if applicable, initiate the refund of the admissible fees as per the college and university guidelines. I have attached the original **Admission Certificate/Challan/Green Card of Vidyasagar College** and other relevant documents for your reference.

Applicant Details

- Application Number: _____

Course/Program (Tick)

MA/M.Sc in Geography ☐

M.Sc in Zoology ☐

Name: _____

Category: _____

Gender: _____

Email ID: _____

Mobile Number: _____

Date of Admission: _____

Bank Details (Must be same as the attached cancelled cheque/passbook details)

Account Holder's Name: _____

Bank Name: _____

Account Number: _____

IFSC Code: _____

Branch: _____

Thanking you

.....
(Signature of Applicant with date)

.....
(Signature of Guardian with date)