

Scottish Church College
Kolkata 700006

9th August 2017

NOTICE
REFUND FOR THE CANCELLATION OF THE ADMISSION FOR THE
ACADEMIS SESSION 2017-18

Applications seeking refund for cancellation of admission to UG courses for the session 2017-18 are invited from eligible candidates. Applications on plain paper with the following details should reach the office of the Teacher-in-Charge during College hours, latest by **11th September 2017**. This is the last and final date.

Application is to be addressed to the Teacher-in-Charge, Scottish Church College.

Required details:

1. Name of Candidate
2. Course / Department
3. Roll No.
4. Photocopy of the receipt of payment of fees
5. Date of Cancellation
6. Photocopy of the proof of cancellation
7. Contact Number

Note: Refund is subject to the norms and refund policy of the College, which is available in the College Website. Candidates who intimated the cancellation need to apply fresh as per points given above. Only those candidates who shall apply will be considered. Any communication other than the refund application will not be entertained. Eligible candidates are advised to follow the College website for further instruction, if any. Payment will be made by A/c. Payee Cheque.

Teacher-in-Charge