

**APPLICATION SERIAL NO-
APPLICATION FOR REFUND OF CAUTION DEPOSIT**

To
The Director
Academy of Technology
Sir,

I _____ (FULL NAME IN BLOCK LETTER) passed the final examination of MCA/ M.Tech/B.Tech in _____ (Department) in the year **2017** from Academy of Technology.

At the time of admission I deposited the Caution Deposit (Refundable) as under:-

- 1) Caution Deposit for College-----Rs.
- 2) Caution Deposit for Hostel & Mess---Rs.
(Please strike out if not applicable)

I also declare that I have paid all the dues of the college and returned the Library Books taken by me.

I attach a copy of the clearance certificate issued to me by the college for your perusal along with a copy of money receipt showing the payment of Caution Deposit at the time of admission and my original ID card issued by the Institute

I would request you to refund me the caution Deposit to the credit of my Bank Account as mentioned below through NEFT system.

Details of my Bank Account

Name of the student	
Department	
Pass-out Year	
E-mail Id / Mobile no	
Name of Bank	
Name of Bank Branch	
Account No	
Bank IFSC no	
Full signature of the Student with date	

Instruction for submission of the application

- 1) Please download and fill in the Form properly and submit the same to the Accounts Department of Academy of Technology physically along with the documents as mentioned in the Form.
- 2) Refund will be made only to the Bank Account of the student as mentioned above.
- 3) Incomplete Form will not be entertained.
- 4) Bank particulars are to be given very carefully, wrong information may lead to payment being made to wrong account, and in such cases the Institute will not be held liable and the payment will be deemed to have been made to the student's account.
- 5) The payment dates will be notified in the web site of the college.
- 6) If it is found that the student has not paid all the dues of college and / or Hostel, the Refund will be withheld.