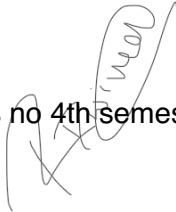


Refund Request Form – Excess Payment

Refund Request Form		Date of Application:
Student's Details		
Student Name:	Ritika Dwivedi	
Lead / Reg. No:	MIT2021C00839	
Program Name:	PGDM Finance	
Email ID:	dwivediritika03@gmail.com	
Contact No:	7976963074	
Payment Details		
Date of Payment:	08/05/2024	
Mode of Payment:	Debit card	
Total Amount Paid:	3000	
Payment done against:	Exam fees	
Case Description		
<p>I accidentally paid the 4th semester fees after paying i know that there is no 4th semester the course is of 3</p> <div style="text-align: right;">  Signature: </div>		

Student is requested to sign the advisory note & send the refund request form along with attached copy of cancelledcheque.

ADVISORY NOTE

Below are Guidelines for excess payment refund request:


- Verbal requests are not allowed.
- Mandatory to share the payment details (receipts)
- Excess amount will be refunded within 45 business working days.

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Declaration/Undertaking

I have taken admission with MIT School of Distance Education, Pune to pursue course PGDM finance for the academic year 2022-2024. I have read and completely understood the excess payment refund guidelines mentioned above and I promise to abide with it. I am aware that any sort of non-abidance with these guidelines if occurs from my side, institute is competent & legal to take appropriate disciplinary action.

Date: 10/07/2024
Place: Jodhpur



Student Signature

FOR OFFICE USE ONLY (To be filled by Institute)

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Prepared By

Approved By

Enrollment Executive

Director

Account Department Remarks: _____

Date:

Signature: