

ADMISSION CANCELLATION FORM

To,  
The Director  
MIT SDE, Pune.

Respected Sir,

I have enrolled at MIT School of Distance Education, Pune for the programs commencing from dd-mm-yy.

My particulars are as follows:

Name: BURA SWETHA RAMESH

Registration ID: MIT2023E03236 Date of Admission: \_\_\_\_\_

Course: PGDM Specialization: Finance Management

Fee Paid: 5000/- Date of Payment: 27/6/2024

Communication address: I-104 SUMAN SANGINI, NEAR  
(With Pin code) AMEZIA WATER PARK, PARVAT PATIYA  
SURAT PIN - 395003

Contact No.: 9313874878 Email id: Swethabura2002@gmail.com

Reason for cancellation: Miscommunication and Miss  
guidance from Coordinator.

## Advisory Note

### Refund Policy on withdrawal / cancellation of Admission

In case of cancellation of admission, MITSDE follows the below proposed rules of refund of fee under various heads:

- **Registration Fee**

Registration fee paid while confirming admission is non-refundable

- **Tuition Fee**

Any application for withdrawal within 15 days of admission confirmation may be considered for refund of tuition fee after deduction of,

1. Processing charges of Rs.1000/-
2. 25% of tuition fee in case books not returned back.

Tuition fee shall not be refunded once the course commences formally.

### Declaration

.....  
I request you to cancel my admission which needs to be sent within 15 working days from date of enrollment (which is 21 calendar days), to be eligible for a refund.

I am aware that the refund of the course fees paid by me till date will be as per the MITSDE policy. The % deductions will be done on the total course fee (not on actual fee or installment paid by the student)

I have read the instructions at the time of filling of the admission form.

Date of Application: 02/08/2024

  
Student's Signature:

### FOR OFFICE USE ONLY (To be filled by Institute)

.....  
Processed By

Reviewed By

Approved By

Section Officer

Registrar

Director

Dispatch Remarks: \_\_\_\_\_



IDBI BANK LTD., SHOP NO.5 & 6, GROUND FLOOR,  
ATLANTIS ONE, NEAR SAGAR SANGEET CROSS ROAD AHMEDABAD GUJARAT - 380060  
IFS CODE : IBKL0002237

VALID FOR THREE MONTHS ONLY

D	D	M	M	Y	Y	Y	Y		

PAY

या धारक को OR BEARER

रुपये RUPEES

अदा करें।

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खाता सं. 2237104000000046  
A/c No.

Savings  
Payable At Par At All IDBI Bank Branches  
STAFF

SWETHA RAMESH BURRA

Please sign above

19/10/2023



बचत खाता सं.:

SB Account No.:

(IFSC: IBKL0002237/MICR: 380259025)  
Date: 02-08-2024

नाम/Name: 2237104000000046

: MS SWETHA RAMESH BURA

पता/Address: E I 104 SUMAN

SANGINIAMEZI AWATER PARK PARVT PATIYA

SURAT Pin: 395003 GUJARAT INDIA

दिनांक/Date: 101957850

CKYC\_NO: 4009937773\*\*\*\*\*

नामांकन/Registration Details: Nomination Registered

Nomination Regn. No.:

