


Refund Request Form – Excess Payment

Refund Request Form		Date of Application:
Student's Details		
Student Name:	Mousmi kundu	
Lead / Reg. No:	MIT2023001915	
Program Name:	PGDM in Finance Management	
Email ID:	mousumi23rd.aug@gmail.com	
Contact No:	+91 9874976626	
Payment Details		
Date of Payment:	08-12-23	
Mode of Payment:	Loan taken	
Total Amount Paid:	74000	
Payment done against:	Loan	
Case Description		
<p>I have taken loan from aditya birla finance to pursue PGDM corse in finance. Total EMI $8223 \times 9 = 74000$ (that for PGDM in banking services. So actually i have to pay extra by 17000/- request you to either reduce the loan amount or refund the excess amount . Bifurcation is as follows: $74000 - 57000 = 17000$. excess amount</p>		
		 Signature:

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 in Finance Management for the academic year F.Y. 2023-24. 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:

Place:

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: