

Sl. No. (For office use only)

Date

Authorized Signatory, PES University

CANCELLATION or SURRENDER OF PESSAT / JEE SEATS



Surrender of PESSAT Quota Seat JEE Quota seat

If PESSAT Quota, in which mode did you attend the counseling? In Person (at PESU Campus) Online

List of Documents to be submitted

Letter Addressing to Vice Chancellor for Cancellation / Surrender of seat	<input type="radio"/> Yes	<input type="radio"/> No
Copy of PESSAT Rank Card (for PESSAT Quota seat)/ PESSAT JEE Quota application form (for JEE quota seat)	<input type="radio"/> Yes	<input type="radio"/> No
Cancelled Bank Cheque Leaf (Mandatory)	<input type="radio"/> Yes	<input type="radio"/> No
Original Acknowledgment of the Documents submission (Not applicable for candidates who attended Online Counseling / JEE seats)	<input type="radio"/> Yes	<input type="radio"/> No
Original Fee Receipt - both student copy and college copy (Not applicable for candidates who attended Online Counseling / JEE seats) should be returned back to the University along with a cancellation letter	<input type="radio"/> Yes	<input type="radio"/> No

No refund shall be granted if we do not receive the above mentioned original documents

a. Refunds will be issued only through NEFT/ RTGS mode to the bank account details as mentioned on the cancelled bank cheque leaf only. It will take 10 working days for the refund to reflect in the bank account from the day this surrender form reaches the University. Cheque/DD payments will not be done.

b. Non-refundable administrative charges of Rs. 10,000/- will not be refunded under any circumstance

DECLARATION

I, the undersigned has collected back the payment submitted during the counseling process

Student Name

Student Signature

Parents / Guardian Signature

FOR OFFICE USE ONLY



Student Name

PESSAT Rank

Branch being surrendered

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