



FEE REFUND FORM

* This form must be completed and returned to the office by the student claiming fee refunds. Incomplete form will not be processed.

APPLICANT'S INFORMATION			
Name			
Father's Name			
Beneficiary Name/ Account Title			
Program		Contact No.	
Student tracking ID		Email ID	
Address			

REASON(S) FOR FEE REUND
<input type="checkbox"/> Admission Withdrawn by the Student
<input type="checkbox"/> Any Other Reason _____

In the case of ADMISSION WITHDRAWN please tick ONE of the below-mentioned category.		
<input type="checkbox"/>	Withdrawing before the start of the semester or up to 7th day of commencement of classes	Full fee refund (Admission fee is non-refundable)
<input type="checkbox"/>	Withdrawing from 8th to 15th day of commencement of classes	50% fee refund (Admission fee is non-refundable)
<input type="checkbox"/>	Withdrawing from 16th day of commencement of classes or later	Security Deposit only
Commencement of classes(to be filled by ITU Office) _____		

UNDERTAKING	
We know and understand the refund rules of ITU and agree to abide by the same. We understand that the refund will be made after processing the application and a cheque will be issued in favor of the Parent/Guardian mentioned in the Admission form. We agree to the conditions of this refund and declare that the information declared on this form is complete and correct.	
Student's Signature	Date of Application Submission
Parent/Guardian's Signature	

Compulsory Encl:

Copy of the following documents is to be attached; otherwise the application would not be processed.

- Paid Fee Challan at ITU, Punjab.
- CNIC/Form-B (Father/Guardian + student)

OFFICE USE ONLY

Remarks (if any):
