



**SHYAM LAL COLLEGE (EVENING)**  
SHAHDARA, DELHI-110032  
**APPLICATION FOR REFUND OF LIBRARY & OTHER SECURITIES**

Ph.: 22324883

1. Name in full .....
2. Father's Name .....
3. Yr. of Adm. ....
4. Roll No. ....
5. Class in which org. admtd .....
6. Class & sec. in which studied last .....
7. Dt. & Yr. of leaving the college .....
8. Reason of leaving .....
9. Mobile No. ....
10. Present postal address .....
11. Necessary clearance certificates from various Departments are given below

Date .....

Signature of the Student

**Notes:**

- (1) In case the security is not claimed within three years from the date of leaving the College/Declaration of the result by the University of Delhi, it shall lapse to the College.
- (2) The student before making this application must clear all dues of the College and return all College properties, Library Books Identity Card. Books given out of Book Bank, Sports articles etc.
- (3) A student who migrates to another College must enclose the original receipt of admission from that College otherwise half annual charges will not be refunded.

**APPLICATIONS RECEIVED WITHOUT CLEARANCE WILL NOT BE CONSIDERED**  
**NOTHING IS DUE**

- |                      |                  |                   |
|----------------------|------------------|-------------------|
| 1. Dealing Assistant | 2. Librarian     | 3. N.C.C. Officer |
| 4. Sports in-charge  | 5. N.S.S Officer | 6. Cashier        |

Certified that Sh. .... S/o Sh. ....  
Class & Sec. .... Roll No. .... has been allowed to withdraw his/her name  
from the College Rolls w.e.f. .... Reason of withdrawal as given in column No. 8 above

Dealing Asstt.

S.O. (Admn.)

Principal

Remarks by the cashier : recommended an amount of Rs. ....  
(as per detail given for refund.)

Passed for payment of Rs. ....

A/cs. Asstt.

S.O. (A/cs.)

Bursar

Principal

Received Cheque No. .... dated ..... for Rs. ....

Signature of the Student

**SHYAM LAL COLLEGE (EVENING)**  
**SHAHDARA, DELHI-110032**

The cheque will be delivered only on production of this receipt/counter foil by the applicant at the claimant's risk Particulars of claimant :

Name..... Roll No..... Class & Sec.....

Cheque may be collected on or after.....

Signature of Applicant

Signature of receiving Asstt. with date