



Date: 21/01/2025

## **NOTICE FOR REFUND**

This is for the information of **U.G. & P.G. Semester-I** students, willing to take refund of fees deposited to the College as admission fees for the academic year 2024-2025, are instructed to go through the refund policy as per UGC Guideline (D.O. No. F.2-71/2022 (CPP-II) (C-114546), Dated-12/06/2024).

As per Refund Policy (2024-2025) to get refund of admission fees **students are to submit an application** with all the following requisite documents to the **Enquiry Office**, Humanities Block, 16, Basanta Bose Road, Kolkata-700026 **by 13/02/2025 (except Holidays)**.

### **The requisite documents are:**

1. Application letter duly signed by the candidate (with date).
2. Online receipt copy of admission fees.
3. Cancelled cheque or clear xerox copy of the first page of bank passbook of the candidate or guardian.
4. Copy of Cancellation Certificate issued by the College.

Dr. Manas Kabi  
Principal  
Asutosh College  
*PRINCIPAL*  
**ASUTOSH COLLEGE**  
92, S. P. MUKHERJEE ROAD  
KOLKATA-700 026

