

**Bethune College**  
**Government of West Bengal**  
**181, Bidhan Sarani, Kolkata – 700006**  
**NOTICE Date – 02.01.2024**  
**PG ADMISSION 2023**  
**Refund of Admission Fee**

**Refund of Admission Fee**

In pursuance of the Memo No. 43-SS(CS/A)/2020 dated 13.08.2020 by The Department of Higher Education, Government of West Bengal, the College Authority will refund the Admission Fee to all applicants who cancelled their admission from PG courses in this college (for academic session 2023-24 only).

Applicants should apply on a A4 paper to the **Officer in Charge, Bethune College** containing the following details:

- i. Name of applicant
- ii. Application No.
- iii. Department
- iv. Category (UR/SC/ST/OBC-A/OBC-B/EWS)
- v. Part A/B
- vi. Phase 1/2/3/4/5/
- vii. Amount paid
- viii. Full signature of applicant**
- ix. Mobile no. of applicant

The application is to be submitted along with the copies of the following documents to claim refund :

- Print out of CU Application Form (signed by the candidate)
- Application Fee Payment Receipt (signed by the candidate)
- Copy of an identity proof of the applicant (signed by the candidate)
- Letter of authorization (if the candidate is unable to report to the college office personally)

They should submit the application for refund to the **respective departments** personally or send authorized person on **January 09 and 10, 2024 from 12 noon to 3 p.m.**

Refund of Admission Fee will be made **AFTER VERIFICATION** by cash **from college office** on **January 16 and 17, 2024 from 12 noon to 3 p.m.**

It is the responsibility of the applicant to collect the refund money from the college office personally or by authorized person on specified date and time. No claim will be entertained later.

Sd/-  
Convener  
P.G. Admission Committee

Sd/-  
Officer-in-Charge  
Bethune College