GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA

(ACADEMIC SECTION)

Dated:_____

Principal,
Guru Nanak Dev Engineering College,
Ludhiana.

Subject: Regarding Seat Withdrawal and Refund of Admission Fee 2026.

Sir,

It is hereby requested that I_____S/D/o_____, have taken admission in B.Tech. (1st year/Lateral Entry/Working Professional) BBA / BCA / B.Com / B.Voc / MBA/MCA/M.Tech _____ in branch of your esteemed Institution. I want to withdraw/surrender my seat.

You are requested to kindly refund the fee deposited by me vide receipt no._____dated _____after deduction as per college refund policy.

Student's or Father's Bank Details

(Fill in Capital letters)

Saving Bank A/C No: _____

Bank Name (with address)**:** _____

Beneficiary Name (Name of Account Holder, as per bank passbook)**:** _____

IFSC Code: _____

Yours faithfully,

Signature_____

Name_____

Mobile_____

Email Id_____

GNDEC Registration No._____

IKGPTU Application No._____

Signature of Father/Mother/Guardian _____

Father/Mother/Guardian's Mobile No._____

Required Documents:

1. Fee Slip 2. A a d h a r ID proof

Note:-

1. **This application has to be submitted in Record Section of the college.**
2. **For further queries regarding refund, kindly contact with Account branch at 0161-5064705.**
3. **After Five days of submitting this form, please log in to the college admission portal at admission.gndec.ac.in using the same account you used to fill out your admission form, and complete your bank details.**