Scottish Church College

(A Christian Minority Institution)
Parent Body: Church of North India

Estd. 1830

1&3 Urquhart SquareKolkata- 700 006
Ph: 033 2350 3862 Fax: 033 2350 5207
www.www.scottishchurch.ac.in
email *principal@scottishchurch.ac.in*

PRINCIPAL
Ph. 033 2350 3862, Ext.110
email: *scottish.cal@gmail.com*

17th August, 2021
No: P/2021/08/053

Scottish Church College

Kolkata-700006

NOTICE

Refund of Library Caution and Security Deposit Money

Applications for Refund of Library Caution Fee and Security Deposit Money (for those students who were admitted in 2017-18 Sessions and they have completed their Graduation in 2019-20 Sessions) will be received by the College Office from 20th August, 2021 to 20th September, 2021 . The outstation candidates will send their Application forms by speed post . The Refund Proforma-2020 is available along with this Notice.

Dr. Madhumanjari Mandal
Principal

Principal
Scottish Church College
Kolkata

Nec Tamen Consumebatur - The bush burns, but is not consumed

REFUND PROFORMA-2020
Scottish Church College
Kolkata-700006

APPLICATION OF REFUND FOR THOSE WHO HAVE COMPLETED COURSES (B.A./B.SC./B.COM/BBA/) IN THE YEAR 2020

To

The Principal   **Date:**

Scottish Church College

1&3 Urquhart Square

Kolkata-700 006

Kindly consider my application for refund as per the details mentioned below:

1. NAME OF THE STUDENT (CAPITAL)   :

2. FATHER'S NAME   :

3. COLLEGE ROLL NO.   :

4. YEAR OF GRADUATION   :

5. HONOURS SUBJECT   :

6. MOBILE NUMBER   :

7. EMAIL   :

8. TOTAL REFUNDABLE AMOUNT   :

   (a) **Library Caution Money**   :Rs...........................

   (b) **Security Deposit Money**   :Rs...........................

9. SELF BANK ACCOUNT DETAILS
      NAME OF THE ACCOUNT HOLDER :
      NAME OF THE BANK   :
      NAME OF THE BRANCH   :
       BANK ACCOUNT NO   :
       BANK IFSC CODE   :

Yours faithfully,

Signature of the Candidate

**Required Documents to be attached with the Refund Application

(Photocopy of 1st year 1st and 2nd Installment Pay Slips, Photocopy of Security Deposit Certificate (if any), and Photocopy of Part-III Pass out Mark sheet and Photocopy of Self Bank Account Passbook Account Details Page)

NOTE:__REFUND WILL BE MADE BY BANK ACCOUNT TRANSFER