Forman Christian College

(A Chartered University)

Refund Form

(For Intermediate - New Admissions only)

Name:	Roll #:
Contact #	
Reason for Leaving:	
Bank Name:	
Title of Bank Account:	
Bank IBAN # (24 digits):	
P K	
Relationship with Account Holder:	17/
Processing (Please Follow the Order)	LVIII I
1) Admission Office: Cancellation of Admission	
Signatures Dated	
2) Intermediate Academic Office: College Leaving	g Certificate
Signatures Dated	
Note: (Please Read Carefully)	

- Submit security refund application after getting acknowledgement from admission office and academic office.
- The refund will only be transferred to your given bank details (IBAN number).
- All students' refunds shall be transferred to their own bank accounts or in the bank accounts
 of the family members only on obtaining a copy of CNIC of respective family member
 (No cash or cheque payment will be made).
- Please attach CNIC (National Identity card of bank account holder).

Refund Policy

Before commencement of classes	Full Tuition Fee Refund + Security	
Up to 7 days of commencement of classes	PKR 12,500 charged as tuition fee	
From 8th to 15th days of commencement of classes	PKR 25,000 charged as tuition fee	
From 16th day onwards	Tuition fee shall be charged as per the	
	installment plan	

- Students shall be liable to pay all fee installments falling due till the end of the month in which their "Date of Withdrawal" falls.
- The Refund will be transferred within 60 working days. (Excluding Saturday, Sunday & Gazette holidays).

Undertaking: I hereby	undertake that I ha	ve carefully rea	d & accept the	above-mentioned	terms &
conditions.					

Student Signatures & date _____ Accounts Signatures & date