

THAPAR INSTITUTE OF ENGINEERING & TECHNOLOGY, PATIALA

APPLICATION FOR REFUND OF FEE (WITHDRAW OF SEAT) SESSION 2025-26

To,
The Dean of Academic Affairs,
Thapar Institute of Engineering & Technology, Patiala

Sir,

I want to withdraw my admission. Please allow me to withdraw my admission money and refund the balance amount after deduction as per Institute rules. My details are as under:-

1 Name of the Programme: BE/BTech/BA/BBA/BCom/BSc/ME/MTech/LEET/MCA/MSc/MA/MBA/PhD
(Tick whichever is applicable)

2 Name of the Student (Mr./Ms.) :
(In Capital Letters)

3 Father's Name :
(In Capital Letters)

4 Branch Allotted :

5 TIET Application No. :

6 JEE (Main) Percentile :

7 Rank :

8 Category :

9 Date of Allotment of Seat :

10 Date of Request for Seat Withdrawn (**Date of receipt of application in the institute shall be considered as date of withdrawal**) :

11 Reason for Withdrawal of Seat :

12	Name on which refund of fee Required (by Cheque/ Draft/RTGS/NEFT) (Parent / Student name only)	Name of A/C Holder: Bank Name : IFSC code Account No... ..
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*(Attach cancelled cheque/photocopy of **cancelled cheque must**)*

13 Mobile Number: Telephone Number

Detail of Fee Deposited

Mode of Payment : Cash in Bank / Draft / NEFT/RTGS-Bank Name

Amount of fee Deposited:Receipt Number & Date :
(Attach Proof of deposit of fee)

(Signature of Student)

(Signature of Parents/ Guardian)

For office use only:

(i) For use of Academic Section:

Mr. / Ms.
with JEE /TIET Rankand TIET Application no. may be allowed
to withdraw his/her seat from ProgrammeDiscipline
.....Category.....

Date Student De-active in System.

- i) Allowed/Not Allowed to withdraw the seat
- ii) FO, for further necessary action please.

Dated: Dealing Official DR(Academic)

(ii) For use of Accounts Section:

Receipt Number & Date :
Fee Received :
Less (Deduction) :
Balance Refund Amount :

Dealing official Checked by Deputy Registrar (F&A) Finance Officer

Please send scanned copy of this withdrawal form along with fee receipt and cancelled cheque to admissions@thapar.edu