

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड  
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Ref. No:- NITUK/Acad./2022/..158.

Date: 30/06/2022


**Circular**

The guidelines for admission cancellation and refund policy for B.Tech, M.Tech. students admitted from the Academic year 2022-2023 onwards are as under:

NIT Uttarakhand will consider any request for cancellation of admission if such request is made in accordance with the following prescribed Rules-

1. A student admitted to any of the Programmes of B.Tech., M.Tech. offered by the Institute may apply for cancellation of his/her admission at any time during the Academic year of admission or later.
2. Application for admission cancellation must be made in the prescribed format (uploaded on the institute website) duly signed by the student and parents/guardians of the student to the Academic Section. Other mode of application will not be entertained.
3. Refund of fees to such students will be made as per the Institute refund rules. All refunds shall be made in the bank account of the student or parents/guardian as per the details furnished by students.
4. After completion of the admission process/registration/enrollment, only refundable amount(s), as per the Institute fees structure of program for the Academic year in which student took admission will be refunded. Students shall be treated as to have left the mess from the date of cancellation of admission and balance of mess advance shall be refunded to the student.
5. In case of termination of the student from the institute, no refunds will be made to such students.
6. Date of admission cancellation will be the date of submission of application by the student.
7. A student who does not report to the NIT Uttarakhand for Institute admission after allotment of seat in regular rounds and does not withdraw/surrender his/her seat before commencement of special round(s), no fees will be refunded to such students deposited in CCMT /JoSAA.
8. A student who is allotted seat in special round(s) and does not report to the NIT Uttarakhand for Institute admission, no fees will be refunded to such students deposited in CCMT /JoSAA.

This is issued in compliance with the Senate resolution S 31.14.

  
30.06.2022  
f Dean (Academic Affairs)

Copy to:-

1. Associate Dean (Academic).
2. Dean (S.W.).
3. Office of the Director.
4. Office of the Registrar.
5. Institute's website
6. All Students through Email
7. Guard File.

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**NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND**

**ADMISSION CANCELLATION FORM**

Name	
Roll No.	
Institute ID	
Programme	
Branch	
Date of Admission Cancellation	
Address	
Phone No.	
E-Mail ID	
Reasons for Cancellation	

Date:

**Declaration**

I wish to cancel my admission from the Institute for B.Tech/M.Tech/PhD (.....) Programme. I request you to kindly send my Leaving/Transfer/Migration Certificate and Character Certificate to the given address. I further request you to refund the fee amount as per the Institute norms, and send the DD/Cheque/NEFT/RTGS of refunded fee amount to the above mentioned address or at following bank account:

Bank Account No.-

IFSC Code:

Name of the Account Holder:

Name of the Bank:

**Signature of Student**

**Date:**

**Signature of Parents**

**Date:**

**Superintendent (Academic)**

Recommended/Not Recommended

**Associate Dean (Academic)**

Recommended/Not Recommended

**Registrar**

**Assistant Registrar (Academic)**

Recommended/Not Recommended

**Dean (Academic)**

Approved/Not Approved

**Director**

**For any query, please contact to the following details:** Email Id: [academics@nituk.ac.in](mailto:academics@nituk.ac.in); Phone No.: 01346-257422

**Please send the duly filled form to the following address:** Assistant Registrar (Academics), National Institute of Technology, Uttarakhand, Srinagar, Pauri (Garhwal)-246174, Uttarakhand.

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For office use only

Institute fees details			Hostel fees details		
Institute fees (including library fees) paid	:		Hostel fees paid	:	
Amount to be deducted	:		Amount to be deducted	:	
Permissible amount to be refunded	:		Permissible amount to be refunded	:	
<b>Superintendent (Academic Finance)</b>		<b>Assistant Registrar (Academic)</b>	<b>Superintendent (Hostel)</b>		<b>Assistant Registrar (Hostel)</b>
			Recommended/Not Recommended		
			<b>Chief Warden</b>		

Verified: Yes/No	Verified: Yes/No
<b>Superintendent (Accounts)</b>	<b>Assistant Registrar (Accounts)</b>
Recommended/Not Recommended	Recommended/Not Recommended
<b>Associate Dean (Academic)</b>	<b>Dean (Academic)</b>
Recommended/Not Recommended	Approved/Not Approved
<b>Registrar</b>	<b>Director</b>

For refund		
Total amount paid (Rs.)	:	
Total amount deducted (Rs.)	:	
Total amount released (Rs.)	:	
NEFT/RTGS/DD/Cheque No. & Date	:	
Bank Account Details	:	

**Superintendent (Accounts)**

**Assistant Registrar (Accounts)**