

Date : _____

**The Principal
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan
New Delhi - 110 021**

Sub. : Request for withdrawal of admission (20 _____ - 20 _____)

Dear Sir,

I was admitted in your College in _____
1st / 2nd / 3rd year Course (Roll No. _____) by paying the requisite fee (vide Andhra Bank
Challan No. _____ dated _____ for Rs. _____).
A copy of the Fee Receipt is enclosed.

I request that I may kindly be permitted to withdraw my admission from your College and the fee paid
by me may be refunded to me as per the rules of the University of Delhi.

Thanking you,

Yours faithfully,

Name of the Student _____ Signature _____
(in block letters)

Roll No. _____ Course _____

Remarks by the College Administration :

Postal Address : _____

SRI VENKATESWARA COLLEGE, NEW DELHI

Name of the Student _____

Roll No. _____ Course _____

(To be filled in by the College Administration)

Received the application for withdrawal of admission on _____

Signature of the Receiving Assistant _____

(with office Stamp)