

Bethune College
Government of West Bengal
181, Bidhan Sarani, Kolkata – 700 006
NOTICE
PG ADMISSION 2025
Refund of Admission Fee

Refund of Admission Fee

In pursuance of the Memo No. 43-SS(CS/A)/2020 dated 13.08.2020 by The Department of Higher Education, Government of West Bengal, the College Authority will refund the Admission Fee to all applicants who cancelled their admission from PG courses in this college (for academic session 2025-26 only).

Applicants should apply on an A4 paper to the **Principal, Bethune College** containing the following details:

- i. Name of applicant
- ii. Application No.
- iii. Department
- iv. Category (UR/SC/ST/OBC-A/OBC-B)
- v. Part A/B
- vi. Phase 1/2/3/4/5/6/7
- vii. Amount paid
- viii. **Bank account number where refund will be credited**
- ix. **Full signature of applicant**
- x. Mobile no. of applicant

The application is to be submitted along with the copies of the following documents to claim refund :

- Print out of CU Application Form (signed by the candidate)
- Admission Fee Payment Receipt (signed by the candidate)
- Copy of an identity proof of the applicant (signed by the candidate)
- Letter of authorization (if a candidate is unable to report to the college office personally)

They should submit the application for refund to the **Office of the Principal** personally or send authorized person on the day of refund.

Admission Fee will be refunded **through bank cheque** AFTER VERIFICATION, from college office on **January 06, 07 and 08, 2026 from 1.00 pm to 3.00 pm**.

It is the responsibility of the applicant to collect the refund money from the college office personally or by authorized person on the specified dates and time. No claim will be entertained later.

Sd/-
Principal
Bethune College

Sd/-
Convener
P.G. Admission Committee