

Ghani Khan Choudhury Institute of Engineering & Technology (A Centrally Funded Technical Institute under the Ministry of Education, Govt. of India) Narayanpur, Malda - 732141, West Bengal

Dated: 29.11.2023

# NOTICE FOR REFUND OF PROVISIONAL ADMISSION FEES TO <u>1<sup>ST</sup> SEM WBJEE-ALLOTTED B.TECH STUDENTS</u>

All candidates of 4-year B.Tech programs [admitted / allotted-but-not-admitted / allottedadmitted-but-not-registered / Allotted-admitted-registered-then-withdrawn ] in the academic session 2023-24 through WBJEE-2023 in the departments of CEE, CSE, EE, FT and ME at GKCIET, Malda are advised to browse to the Institute website (<u>http://www.gkciet.ac.in</u>) and download the refund form, fill up and send back the duly filled-up form along with following documents to the email id (<u>btechrefunds@gkciet.ac.in</u>) by 21<sup>st</sup> January, 2024 so as to initiate the process of disbursing refunds. Additionally, filling up of the Google Form is mandatory (link given below). Applications submitted after 21.01.2024 will not be considered in the first round.

 $Link: \ \underline{https://docs.google.com/forms/d/1fRAdhO4khu0arDf-1bjfuNdCRRIu4YWy-OrJQgL0qlk/edit}$ 

Document(s) to be attached:

- (i) Copy of Institute fee payment document
- (ii) Copy of bank passbook (candidate himself/herself should be the account holder for transferring refunds)
- (iii) Allotment letter
- (iv) Copy of the first email (date of communication visible) sent to the Dean (Acad., P & D) Office by the student informing the Institute about his/her decision to withdraw from the Institute (applicable for withdrawn candidates only).

Please note that the process of crediting refunds to individual student accounts takes time and there is no need for frequent interim queries.

This is issued with approval of the competent authority.

Dean (Acad., P & D) GKCIET, Malda

Copy to:

- 1. Director, GKCIET, Malda for kind information please
- 2. File copy

## **GHANI KHAN CHOUDHURY INSTITUTE OF ENGINEERING & TECHNOLOGY**

(A CFTI and Estd. by MoE, GoI)

Narayanpur, Malda-732 141, West Bengal

### **APPLICATION FOR REFUND\*** (Use Block Letters Only)

Session:

#### **Allotted through WBJEE Board**

Details of the Applicant																	
Name of the Applicant																	
Father's Name																	
Mother's Name																	

#### Details of the Program of GKCIET, Malda where the Applicant admitted/registered

Name of Program	
Name of the Department/Course	
Status:	
1. Admitted	
2. Allotted but not admitted	
3. Admitted but Not Registered	
4. Admitted and Registered then	
left	
Whether TFW or not (Yes/No)	
Did you pay hostel fees	

#### **Details of Bank Account (Enclosed a copy of Bank Pass Book)**

Name of Account Holder										
Bank Account Number										
Bank Account Type										
Name of the Bank										
Address of Bank Branch										
Address of Dank Dranch										
IFSC										
MICR										

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge & belief.

					Signat	ure (	of the	Applicant			
					<u>For</u>	· Off	ice Us	<u>e Only</u>			
We	hereby	certified	that	the	amount	of	Rs.		 (In	words	Rupees

\_) claimed as refund by the applicant, and is be transferred/paid to his/her above bank account following the method instructed in the Note Sheet and approval of the competent authority.

Staff (MTS/LDC), Academic Section

**B.Tech Exam Coordinator**