

Forman Christian College
(A Chartered University)
Refund Form
(For Baccalaureate & Postgraduate - New Admissions only)

Name: _____ Roll #: _____

Contact#:

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Reason for Leaving: _____

Title of Bank Account: _____

Bank Name: _____

Bank IBAN # (24 digits)

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Processing (Please Follow the Order)

1) Admission Office: Cancellation of Admission

Signatures _____ Dated _____

2) Academic Office:

Official Drop Official Withdrawal (Please tick one)

Signatures _____ Dated _____

Refund Policy

Refund Policy is as below:

- | | |
|---|---|
| From 1 to 7 days - 100% Refund | (100% Tuition fee + Security) |
| Between 8 to 15 days - 50% Refund | (50% Tuition fee + Security) |
| From 16 th day - No Tuition fee refund | (Security will be adjusted against outstanding tuition fee) |

The timeline shall be calculated continuously covering both weekdays and weekend.

Note: (Please Read Carefully)

- The refund will only be transferred to your given bank details (IBAN number).
- Submit a Refund application form, after acknowledgement from admission office and academic office.
- All student refunds shall be transferred in their own bank accounts or in the bank accounts of family members only on obtaining a copy of CNIC of respective family member along with the security refund form (No cash or cheque payments will be made).
- The Refund will be transferred within 60 working days. (Excluding Saturday, Sunday & holidays)
- All above particulars are mandatory. Incomplete Application will not be entertained in any case.

Undertaking: I hereby undertake that I have carefully read & accept the above-mentioned terms & conditions.

Student Signatures & date _____

Accounts Signatures & date