



# ALLIANCE UNIVERSITY

Private University established in Karnataka State by Act No.34 of year 2010  
Recognized by the University Grants Commission (UGC), New Delhi

(For office use only)

Student file No.: \_\_\_\_\_

Refund Application No.: \_\_\_\_\_

To,  
Director – Admissions  
Alliance University  
Chikkahagade Cross,  
Chandapur-Anekal Main Road,  
Anekal, Bangalore – 562 106  
Karnataka, India

Date: \_\_\_\_\_

Sub.: Application for cancellation of admission and request for refund of fee

Respected Madam,

I Mr./Ms. \_\_\_\_\_ S/o./D/o. \_\_\_\_\_

bearing Application Form No. \_\_\_\_\_ being provisionally admitted to the  
\_\_\_\_\_ course at \_\_\_\_\_,

Alliance University, seek to withdraw my admission due to \_\_\_\_\_.

Hence I request you to refund the fees paid by me after making deductions as per the refund policy of the  
University. The details of the fees paid are as follows:

Sl. No.	Particulars	Mode of Payment (DD/Cash/Online)	Receipt No.	Receipt Date	Amount deposited (in INR)
1.	Tuition Fee (Excluding registration fees)				
2.	Hostel Deposit				
3.	Hostel Rent				
4.	Transportation Fee				
5.	Any other _____				
<b>Total</b>					

Yours sincerely,

Signature \_\_\_\_\_

Mobile No.: \_\_\_\_\_

**Documents Checklist:**

- Letter of provisional admission offer
- Fee Receipts
- ID card (if applicable)