



**ABES Engineering College, Ghaziabad**  
**ABES Business School, Ghaziabad**

**APPLICATION FOR WITHDRAWAL OF  
ADMISSION**

The Registrar  
ABES Engineering College  
Ghaziabad

Date:

Sir/Madam,

I, \_\_\_\_\_, Admission No. \_\_\_\_\_, S/D/o \_\_\_\_\_, Roll  
No. \_\_\_\_\_, Category \_\_\_\_\_, Mode of Admission \_\_\_\_\_, permanent R/o

B.Tech. (CE/CS/CSE/CSE-DS/CSE-AIML/CEIT/CIVIL/ELCE/ECE/EN/IT/ME) /MCA/MBA/M.Tech (CS/EC/ME)  
\_\_\_\_\_ year wish to withdraw my admission from the college due to \_\_\_\_\_  
*(reason with Supporting*

*Paper)* \_\_\_\_\_

Hosteller ☐ Day Scholar ☐

You are requested to accept my application and refund my fees/securities (Academic / Hostel/Book Bank) as per the college rules. My full and final payment may please be made by hand/post. If made by post, I hereby agree that my fee/securities can be send by registered post on my above-mentioned permanent mailing address and for this a registered post charges of **Rs. 50/-** can be deducted from my fee/securities amount.

I will be highly thankful to you.

(Signature of Student with date)

(Signature of Father/Mother with date)

Mob. No.:

Mob. No.:

No dues form issued on:

(Signature of Office Staff of concerned department with date)

Name:

Attachment of Attendance record and any other document if required by concerned department

(Signature of Office Staff of concerned department with date)

Name:

Remark of HOD: (Remarks / Statement of HOD is mandatory along with attendance till withdrawal date)

(Signature of HOD with date)

Name:

Remarks of Director after meeting with Parents:

(Signature of Director with date)

Name:

I hereby enclose No Dues form completed in all respect, copy of fee receipt/receipts for the last year(s) result of last year(s) and Identity Card in original for your needful action please. Copy of Bank Passbook / Cancelled Cheque.

(Signature of Student with date)

Name:

Application received on:

Updated in ERP on:

(Signature of Office Staff of Registrar Office with date)

Name:

(Signature of Vice President)

Mode of receiving: Online through NEFT

(Signature of Student with date)

(Signature of Accounts Department with date)

Name: