UNIVERSITY OF HYDERABAD
APPLICATION FOR REFUND OF CAUTION DEPOSIT

1. Name of the Student :
   Course / Subject :

2. Enrolment Number :

3. Date of joining of the course :

4. Date of leaving of the course :

5. Reasons for leaving :
   (Course completion /
   Withdrawal of admission, etc.)

6. Caution deposits paid :
   a) Library Deposit : Rs.
   b) Laboratory Deposit : Rs.
   c) Hostel Deposit, if any : Rs.

7. Mailing Address **(To receive back Caution Deposit)** :

SBI, HCU Br. A/c. No.

I solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.

Signature of the Student

Certified that the entries made at Sl. No. 1 to 7 are correct.

Signature of the Head of the Department/Centre
Dean of the School

NO DUES CERTIFICATE	
Name of the Department / Centre / School	**Signature and Office Seal**
Department / Centre / School	
Library	
Certified that the student has vacated the Hostel on ……. and cleared all the dues	**Warden, Hostel concerned (to be signed by the Warden only)**
Certified that the student is not a boarder of any of the hostels.	**Chief Warden**
Dean Student's welfare (Scholarship & Fellowship)	
Students' Section (Finance & Accounts)	

PAYMENT ORDER

The caution deposit of Rs. _____ (Rupees _____ only) pertaining to the above student may be refunded.

Date:

Assistant Registrar (Academic)/
Section Officer (Academic)

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Finance & Accounts – Audit Enfacement

Verified the records and passed for payment of Rs. _____ (Rupees _____ _____Only) being the full and final settlement of the caution money deposit, as mentioned above.

Date:

Section Officer (Students' Section)/
Asst. Registrar (Students' Section)

UNIVERSITY OF HYDERABAD

Application for issue of Transfer Certificate (TC), Migration Certificate (MC)
Bonafide Certificate (BC) and Provisional Certificate (PC)

(To be submitted with No Dues Certificate)

1. Name of the Student, Course, Dept./School :
2. Father's / Guardian's Name :
3. Mother's Name :
4. Date of (a) Joining (b) Leaving : (a) (b)
5. Reasons for leaving : Course Completed/Discontinued/Cancelled
6. Whether cleared all dues :
7. Particulars of fees paid for issue of certificate : Bank Challan No.
   Date of Payment:

Signature of the Student

Note: The above application must be accompanied by the following:

1. No Dues Certificate (2) Students Identity Card (3) Acknowledgement receipt of Original certificates issued by the Academic Section at the time of admission.
2. Copy of the Challan.

Certified that entries made in column 1 to 4 above are correct. Also certified that the conduct of the student is / was

_____

Date: **Head of the Dept. / Dean of the School**

UNIVERSITY OF HYDERABAD

NO DUES SUBMISSION ACKNOWLEDGEMENT

(TO BE SUBMITTED IN THE EXAMINATION SECTION FOR PROCESSING RESULTS)

1)	Name of the Student			
2)	Enrolment No. & Date of Joining	Enrolment No:	Date of Joining:	
3)	Course & Subject	Course:	Subject:	
4)	Fee Particulars	Challan No.	Date:	Amount (Rs.)
5)	Details of Certificates required			
6)	Date of Submission of NDC			

Note: Please fill complete current mailing address in CAPITAL LETTERS, with Mobile No. & Email ID for future needs	**Address:** **Mobile No:** **Email ID :**

CERTIFICATE TO BE GIVEN BE ACADEMIC SECTION

Mr./Ms. _____ has submitted No Dues Certificate on : _____

Signature of the Dealing Asst.
Name: