

Sl. No. (For office use only)

Date

Authorized Signatory, PES University

[Empty dashed box for Sl. No.]

[Empty dashed box for Date]

[Empty dashed box for Authorized Signatory]

**CANCELLATION / SURRENDER OF PESSAT SELECTED SEATS**



In which mode did you attend the Counseling?

In Person (at PESU Campus)

Online

**List of Documents to be submitted**

Letter Addressing to Vice Chancellor for Cancellation / Surrender of seat

Yes

No

Copy of PESSAT Rank Card

Yes

No

Original Acknowledgment of the Documents submission (Not applicable for candidates who attended Online Counseling)

Yes

No

Original Fee Receipt - both student copy and college copy (Not applicable for candidates who attended Online Counseling) should be returned back to the University along with a cancellation letter

Yes

No

**No refund shall be granted if we do not receive the above mentioned original documents**

**a. Refunds will be issued only through Cheque. NEFT/RTGS/DD payments will not be done**

**b. Non-refundable administrative charges of Rs. 10,000/- will not be refunded under any circumstance**

**DECLARATION**

Please clearly mention in whose favor (name) the cheque needs to be made:

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Cheque can be collected/will be dispatched one week after this surrender form reaches our University with the above mentioned documents

I, the undersigned has collected back the payment submitted during the counseling process

How do you want to collect your cheque?

In Person

Please courier to the following address

Address:

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[Empty dashed box for Student Name]

[Empty dashed box for Student Signature]

[Empty dashed box for Parents / Guardian Signature]

Student Name

Student Signature

Parents / Guardian Signature

FOR OFFICE USE ONLY



Student Name

PESSAT Rank

Branch being surrendered

[Empty dashed box for Student Name]

[Empty dashed box for PESSAT Rank]

[Empty dashed box for Branch being surrendered]

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