

Khawaja Fareed University of Engineering and Information Technology, Rahim Yar Khan

APPLICATION FORM FOR REFUND OF SECURITY FEE

(To be submitted to the Office of the Registrar)

Department: _____

Program: _____

Application for Refund of: (Tick Appropriate Box Below)

Security Fee (Deposited at the time of admission)

STUDENT'S PARTICULARS

1. Applicant's Name: _____ 2. Reg. No. _____
(As per Matric Certificate - IN BLOCK LETTERS)

3. Father's Name: _____ 4. Student's CNIC No: _____
(IN BLOCK LETTERS)

5. Reason(s) for Requesting Security Fee refund (Please Attach Photocopies of Supporting Documents):

Dated: _____

Contact No.: _____

Signatures of the Applicant

Copy of Challan Form (First Semester)

Copy of Transcript (Interim/Final)

Copy of Provisional Certificate (In case of interim transcript)

FOR OFFICIAL USE ONLY

HEAD OF DEPARTMENT

Observations / Recommendations: _____

RECOMMENDED / NOT RECOMMENDED

Dated: _____

(Signatures with Stamp)

Forwarded to the Office of the Registrar

OFFICE OF THE REGISTRAR

Observations / Recommendations: _____

Dated: _____

(Signatures with Stamp)

UNIVERSITY RULES GOVERNING REFUND OF SECURITY FEE

- All type of refundable securities i.e. University Security, Library Security and Hostel Security are only refundable upon successful completion of clearance process and its relevant administrative approval. Any outstanding dues may be deducted when releasing these securities.
- Furthermore, the amount of security is refundable only when applied for within three months of the date of completion of studies or the last semester of studies.