



SRI VENKATESWARA COLLEGE
(University of Delhi)

Ref. No.: SVC/Accounts/2022/000215

20th April, 2022

Notification

Subject:-Refund of Caution Deposit/Money-regarding.

This is for the information of all concerned that as per the policy of the college, the Caution Deposit/Money of Rs. 500/- (Rupees Five Hundred) can be claimed within three years of successful completion of the course or withdrawal of the provisional admission, failing which the same shall not be refunded under any circumstances.


In view of the above, the applicant may submit an application in the office of the Section Officer (Administration) along with No Dues form duly filled in and completed in all the aspects, annexing a photocopy or scanned copy of a cancelled cheque or bank passbook mentioning therein the following details: -

1. Student's Name
2. Student's College Roll Number
3. Course of Study
4. Bank Account Holder Name
5. Bank Account Number
6. Bank Branch Name with Address
7. IFS Code
8. Contact/Mobile Number
9. e-mail ID

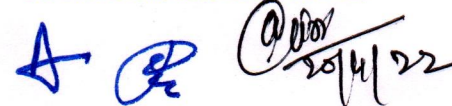
All concerned are requested to complete the process in a time bound manner for the needful.

NOTE:-

1. The staff members are requested to check their e-mail, WhatsApp, College & Delhi University websites (www.svc.ac.in & www.du.ac.in) etc. regularly for day-to-day updates.
2. For clarification, if any, you may e-mail to admission@svc.ac.in
3. Any addendum/corrigendum shall be posted on the college website only.


VICE-PRINCIPAL
Vice Principal
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan
New Delhi-110 021


PRINCIPAL
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Sri Venkateswara College
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Copy forwarded for information and necessary action:- Bursar, Teachers-in-charge/Coordinators of the respective departments, Administrative Officer, Section Officers(Accounts & Administration), Dealing Assistants(Accounts & Administration), All concerned, Librarian, College Notice Board/Website; & File.