

(Undertaking form for Reimbursement of Excess Fees)

Applied Refund Amount _____ Online Request Application ID No. _____

To

The HD

Accounts Department,

Lovely Professional University, Phagwara.

I, _____ (Parents/Guardian) of _____ (name of the student) having registration number _____ undertake that my ward has paid excess fee due to reason below:-

(A) Loan Case*:-

1. Name of Bank _____
2. Contact No of bank _____
3. Branch address _____
4. Amount Received From Bank _____

(*Loan account holder should be personally liable for any dispute with bank)

(B) Scholarship from State Govt:-

1. Name of State Govt _____
2. Contact no of department _____
3. Address of department _____
4. Amount received from Govt _____

(C) Any other Reason (Specify reason for deposit excess fee)

Here I undertake that:-

- (a) I shall submit this form within 10 days from the date of online request application either by **Post** or by **Fax** (Fax no is 01824-500779)
- (b) Accounts department reserve all rights to reject student refund application without prior notice.
- (c) If Message of receiving undertaking form is not received to students then it is assumed that accounts department had not received undertaking form of student.

I request you to reimburse the excess fee to my ward & prepare cheque in the name of my ward.

Regards,

Signature of the Parent/Guardian

Relationship with Student

Signing Date

Parent's Mobile No

Student's Mobile No.

Parent's Email ID