



ANDHRA UNIVERSITY

ఆంధ్ర విశ్వకళా పరిషత్

Accredited by NAAC with 'A' Grade ISO 9001: 2015 Certified

Cancellation Request Form

Date					
Name					
Mobile					
Email					
Admission Session / Batch					
Month of Admission					
Course and Specialization					
Course Fee					
Total Fees Paid					
Balance Fees Remaining					
Payment Mode	Cheque	Online		NEFT	
Transaction Number of Paid Fees					
Date of Payment					
Payment Details / Receipt Attached	Yes			No	
Refund % as per Policy below	100%	90%	80%	50%	0%
Amount to be Refunded as per Policy					
Reason for Cancellation					
Student Bank Details					
Account Name (As per bank records)					
Bank Name					
Account Number					
IFSC Code					
Branch					

Guidelines for Refund

- If Student is not eligible for admission; student is eligible for 100% refund except registration fees component, student needs to submit the cancellation form as per university format above.
- No Refund for Registration fees component would be done.
- Students should fill this Cancellation Request Form and it is also available on website; note these guidelines are applicable only for Mode of Online Programs of Andhra University and not for any other mode of education.
 - 100% Refund (If cancellation received 15 Days or more before the formal-closure date of admission batch)
 - 90% Refund (If cancellation request received in less than 15 days before the formal-closure date of admission batch)
 - 80% Refund (If cancellation request received is 15 days or less after the formal-closure date of admission batch)
 - 50% Refund (If cancellation request received in 30 days or less, but more than 15 days, after formal-closure date of admission batch)
 - 0% Refund (If cancellation request received more than 30 days after formal-closure date of admission batch).

The above-mentioned deductions would be made on total fees paid by the student; only emailed requests of this cancellation form will be the accepted for processing. Student should email the cancellation form to ol.support@andhrauniversity.edu.in for the same.

I have read the cancellation policy and I undertake to abide by the said policy of the university.

Student Name and Signature
