

**I. K. Gujral Punjab Technical University Jalandhar, Kapurthala
(Admission Cell)**

Ref. No. IKGPTU/Dir/AC/291

Dated: 23 Feb 2023

Circular

Sub: Regarding refund of fee

This is for the information of all concerned that Admission Cell processes cases for refund of fee in respect of those students who have been admitted during the admission session 2022-23 and opted cancellation /surrendered of his/her seat.

However, cases of refund of fee/security fee prior to Admission Session 2022-23 are to be processed directly by HoD of the concerned department. Such cases need not to be forwarded to Admission Cell.


Director (Admissions)

A copy of the above is forwarded to the following for information and necessary action please.

1. Registrar Office: For kind information of Hon'ble Registrar
2. Dean (Academics): To inform Directors constituent campuses.
3. All HoDs (Teaching & Non-Teaching).
4. Secretary to Vice Chancellor
5. ITS Branch: To upload on University website
6. All Concerned


Director (Admissions) 23/2/23