



Cancellation/Conversion/Fee Refund Application Form

University of Home Economics Lahore

Teaching Department		Date	
Student Name		Student CNIC	
Father's Name		Father CNIC	

Please fill the details in option (1) or (2) according to the nature of fee refund. - براہ کرم مندرجہ ذیل دو آپشنز میں سے کسی ایک آپشن کو پر کریں۔

1. Refund for Cancellation of Admission from UHE ان طالبات کے لیے جو یونیورسٹی سے اپنا داخلہ خارج کروانا چاہتی ہیں۔					
Name of Program		Fee Deposit Date		Fee Deposited	Rs.
Regular/Self Support		Challan No.			

2. Refund / Submission of Excess Fee due to change of admission program within UHE ان طالبات کے لیے جو یونیورسٹی کے اندر ہی کسی دوسرے پروگرام میں داخلہ لینا چاہتی ہیں۔					
Detail of Previous Program:					
Name of Program		Fee Deposit Date		Fee Deposited	Rs.
Regular/Self Support		Challan No.			
Detail of New Program:					
Name of Program		Fee Deposit Date		Fee Deposited	Rs.
Regular/Self Support		Challan No.			

Refund

Submission

Nil

Amount claimed to be refunded/submitted	Rs.	(In Words):
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Undertaking: I solemnly understand that by submitting this form I shall be removed from the rolls of the UHE or Program will be changed as the case may be which can not be reverted.

Please enclose deposited original fee voucher, student CNIC/B-Form with this form.

براہ مہربانی جمع شدہ اورینجنل فیس چالان اور شناختی کارڈ یا بی فارم کی کاپی ساتھ لگائیں۔

Date

Student Signature

For Teaching Departments and Directorate of Academics

It is certified that above mentioned student appeared in person and submitted this application and;

1. Her admission/enrollment has been cancelled in our office records as detailed above or;
2. Her admission has been shifted to new program in our office records as detailed above.
3. She has submitted this application form after ____ days from commencement of classes. (Notification of commencement of classes enclosed.)
4. Therefore, it is recommended to refund her requested fee.

HOD of Previous Program

Signature & Stamp

(applicable for only option 2)

HOD of New Program

Signature & Stamp

Director Academics

Signature & Stamp

For Treasurer Office

Amount to be refunded*	Rs.	(In Words):
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*as per rules & regulations of HEC, Islamabad duly adopted by University of Home Economics Lahore.

Accountant

Assistant Treasurer

Deputy Treasurer

Additional Treasurer