

**Application for the Refund of caution Money**

To,

The Principal  
Arya institute of Engg. & Technology  
Kukas, Jaipur

**Sub: - Refund of Caution Money**

Respected Sir,

I..... S/D/o. Sh. .... student of  
(course).....of .....(branch) (..... RTU Roll No.) was  
regular student from ..... To..... I have successfully completed my degree from this  
institute & therefore submitting the request for the refund of Caution Money deposited at the time of  
admission.

Original receipt of Caution Money is hereby attached for your ready reference. Kindly do the needful and  
oblige.

Thanking You,

Date: .....

Encl: 1.Original Receipt of Caution Money

**Signature of Student** .....

2. Photocopy of First to Final Year Mark sheet

Name.....

(Maximum Marks.....Obtain Marks.....) RTU Roll. No. ....

3. Photocopy of I-Card

Branch/ Sem .....

**Check & Verify by :** .....**Mobile no**.....

(For Registrar Office Use)

**Verification and No-Dues From the Department (To be Done by Student)**

This is Certify that Mr.\Ms.....of (Course)..... was regular student of  
.....Department.

1. During this period he/she was not involved any type of damage of college properties hence there is no dues against him.
2. During this period he/she was involved in damage of college properties and hence no dues against him for the same is Rs.....

**HOD Signature**.....**HOD Name** .....**For Accounts Office (Office Use only)**

It is verified that Caution Money of Rs..... Was deposited by Mr./Ms.....of  
(Course).....vide receipt no.....Dated.....

Caution Money may be refunded/not refunded

**Signature of Accounts officer****Registrar**