

CANCELLATION or SURRENDER OF PESSAT / JEE SEATS



Sl. No. (for Office use only)

Date

Authorized Signatory, PES University

Which seat do you want to surrender? (Choose one) ☐ PESSAT Quota Seat ☐ JEE Quota Seat

LIST OF DOCUMENTS TO BE SUBMITTED

Letter addressing to Vice Chancellor for Cancellation/ Surrender of Seat

☐ YES ☐ NO

PESSAT Rank Card / PESSAT JEE Quota application form
(for PESSAT Quota Seat) (for JEE Quota Seat)

☐ YES ☐ NO

Cancelled Bank Cheque Leaf
(Mandatory)

☐ YES ☐ NO

Original Acknowledgment of the documents submission
(Not applicable for B.Tech JEE candidates)

☐ YES ☐ NO

Original Fee Receipt - both Student copy and College copy should be
returned back to the University along with a Cancellation Letter

☐ YES ☐ NO

No refund shall be granted if we do not receive the above mentioned original documents

a. Refunds will be issued only through NEFT/ RTGS mode to the bank account details as mentioned on the cancelled bank cheque leaf only. It will take 10 working days for the refund to reflect in the bank account from the day this surrender form reaches the University. Cheque/DD payments will not be done.

b. Non-refundable administrative charges of Rs. 10,000/- will not be refunded under any circumstance.

DECLARATION: I, the undersigned has collected back the payment submitted during the counseling process

Student Name

Student Signature

Parent / Guardian Signature

FOR OFFICE USE ONLY



Student Name

PESSAT Rank

Branch being surrendered

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