

**B.A./ B.Sc. admission-2021  
BARASAT GOVT. COLLEGE**

**Cancellation of B.A./ B.Sc. admission and Refund of Fees**

It is a mandatory duty of an admitted student to inform the college in case he/she intends to cancel his/her admission in this college for taking admission to another or for other reason. Unnecessary holding of seat is liable to be considered as an offence for creating artificial crisis of seats.

**Cancellation Procedure:**

- Login to the Barasat Govt. College B.A./B.SC. Admission Portal
- Click on 'Cancel Button'.
- Select the Course/Subject (for cancellation)

This process generates a cancellation request by sending an OTP to the registered mobile number of the candidate. The request then may be confirmed by submitting this OTP. The college authority may then verify the appropriateness of the cancellation request by communicating with the applicants over phone/ e-mail. Whenever the cancellation request is approved by the college, you have to take a print out of the cancellation receipt and keep it for further correspondences.

**Refund of fees:**

Cancellation of admission can be processed On-line. Course fees, caution money, University registration fees, identity card charge, charge for student health home, students' union fee and sports fees may be refunded if the candidate cancel his/her admission latest by **31.10.2021 (11:59 pm)**. **The college authority will not entertain any cancellation request after this date.**

During online admission cancellation process, students have to submit their OWN bank details for getting the refund amounts. Students are strictly directed NOT TO PROVIDE THE BANK DETAILS of any third party/ cybercafé in this regard.

**The money will be refunded to the bank account (around last week of December, 2021)**, provided by the applicant during online cancellation procedure. They are directed to check the said accounts and the college website regularly for further notices.