

Sister Nibedita Government General Degree College for Girls

Hastings House, Alipore, Kolkata-700 027

NOTICE

Notice No. SNGGDCG/365

Date: 17/12/2025

This is for the information of all U.G. First Year candidates who have taken admission under CCF system (Academic year 2025-26) but later cancelled their candidature from this college on or before 07/12/2025, that refund of their admission fees will be made from college office as per UGC Guidelines {D.O.No.F.12-5/2024(FNT/NET)-FeeNivaran(Notice)), dated October 27, 2025} on **06/01/2026 and 13/01/2026 from 12 noon to 3 pm** on production of valid documentary evidence of date of cancellation of their candidature.

Documents to be submitted:

1. Admission Fee payment receipt (duly signed by the candidate)
2. Copy of any identity proof of the candidate (duly signed by the candidate)
3. Letter of authorization and any identity proof (if a candidate is unable to report to the college office personally).
4. Valid documentary evidence of date of cancellation.

Fees will be refunded by Account Payee cheque only.

It is the responsibility of the applicant to collect the cheque from the college office personally or by authorized person on the specified date and time.

No further claim will be entertained beyond the stipulated dates.

S. No	Percentage of Refund of fees	Time frame	Actual Date
1	100%	15 days or more before the formally-notified last date of admission	On or before 23/10/2025
2	90%	Less than 15 days before the formally-notified last date of admission	On or before 07/11/2025
3	80%	15 days or less after the formally notified last date of admission	On or before 22/11/2025
4	50%	30 days or less, but more than 15 days, after formally-notified last date of admission	On or before 07/12/2025
5	00%	More than 30 days after formally notified last date of admission	After 08/12/2025

Sd/-

Dr. Chandra Kanta Saha
Officer-in-Charge
Sister Nibedita Government
General Degree College for Girls