



RAWALPINDI WOMEN UNIVERSITY

Rawalpindi. Phone:051-9290842 Web Site: www.rwu.edu.pk

FEE REFUND FORM (Newly Admitted Students-Fall 2023)

Part A: To be filled by the student:

I _____ student of RWU course (BS) _____

Subject _____ Roll No. _____ Reg.No. _____

Duration of course from _____ to _____ apply to cancel any admission due to the reason of _____

and want to refund my Course / Registration/ Admission / Security fee.

Dated

Signature of Student

Part B: Approval of Fee Refund by the Registrar:

Recommended:

Approved:

Deputy Registrar

Additional Registrar

Part C: For Treasurer Office Only:

Refunded Amount: Rs.

Vide Cheque No.

Dated

Assistant Treasurer

Additional Treasurer

ATTACHEMENTS: (Make sure to attach following documents with refund form)

1. Original Bank Deposit Slip of BS/MS/MPhil Program is compulsory for security refund.
2. CNIC Copy (CNIC copy of the person who has bank account)

FEE REFUND POLICY:

1. Full fee refunded upto 7th day of commencement of classes.
2. Half fee refunded from 8th to 15th day of commencement of classes.
3. No fee refunded from 16th day of commencement of classes.
4. % of fee shall be applicable to all the components of fee, except for security and admission charges.
5. Timeline shall be calculated continuously covering both weekdays and weekends.

NOTE:

After fee refund student have no right to claim admission again in any department of RWU.