

**APPLICATION FOR REFUND OF EXCESS/DOUBLE PAYMENT  
(REAP-2017 / LEEP-2017 Admission)  
(To be sent through email on reaprefund17@rtu.ac.in)**

1	Name of Candidate	:	
2	Father's Name	:	
3	Admission category (Tick the Category)	:	REAP-2017 / LEEP-2017 admission
4	Details of Paid Challan Nos:  (This may be taken from admission Portal at the link of "FORGET APPLICATION NO.")	:	<p><u>(a) Transaction successfully made (FORM FILLED):</u> Challan No ..... / Txn ID..... / Amount Rs</p> <p><u>(b) Transaction failed but amount debited from my bank a/c (FORM PENDING &amp; EXCESS/DOUBLE PAYMENT):</u> 1. Challan No ..... Bank Ref.....Rs..... 2. Challan No ..... Bank Ref..... Rs..... 3. Challan No ..... Bank Ref..... Rs..... 4. Challan No ..... Bank Ref..... Rs.....  Total Rs. ....</p>
5	<p>I hereby undertake that I have deposited an excess fee amount Rs..... /- as above and requested that the same may please be refunded to my following bank a/c and I shall be liable for any claim arising out of reconciliation:-</p> <p>Bank Name: .....</p> <p>Account Holder Name:.....</p> <p>Bank A/c no: .....</p> <p>IFSC Code: .....</p> <p>Bank Branch address: .....</p> <p style="text-align: right;">Name &amp; Signature of Candidate</p>		
<b>For office use (REAP-2017)</b>			
<p><b>Cashier:</b> Excess/Double payment for Rs..... has been verified as per bank statement of REAP-2017/ LEEP-2017 a/c and necessary entries made in records for this refund.</p> <p style="text-align: right;">(Sign &amp; Date)</p> <p><b>AAO-II:</b> Checked and found correct.</p> <p style="text-align: right;">(Sign &amp; Date)</p> <p><b>AR (F&amp;A) &amp; OIC:</b> For perusal and approval, please</p> <p style="text-align: right;">(Sign &amp; Date)</p> <p><b>Comptroller</b></p>			

**Note: The refund amount, if any, will be credited to the same source from where it was initially received.**