



Office of the Principal  
Haldia Government College  
P.O. Debhog, Dist: Purba Medinipur,  
Pin – 721657

## Undergraduate Admission: 2022-23

### Notification regarding Refund of Admission Fees

Date: 29.08.2022

This is to notify that claim for refund of Admission fees has to be submitted through online mode using the [following link](#) within **02.09.2022**. The students are requested to read the following points carefully before raising their claim for refund:

- **The following cases will be considered for refund:**
  - **Multiple payments received during e-Admission process for the same course/category due to some technical fault**
  - **Candidates changing their subject during e-Admission process**
  - **Candidates cancelling their e-Admission for taking admission to another institute**
  - **Money debited from the account but not admitted**
- A student willing to cancel his/ her admission have to log in to their account in admission web-portal of the college (<https://ug.hgc.onlineadmission.xyz>). After online cancellation a certificate will be generated. This online cancellation certificate must be submitted online during online application for refund.
- **Candidate has to submit the scanned copy of following documents during the online application for refund:**
  - ✓ **Scanned copy of bank passbook 1<sup>st</sup> page/cheque book as a proof of bank account number (pdf format)**
  - ✓ **Admission Cancellation certificate (if applicable) (pdf format)**
  - ✓ **Scanned signature of the candidate (pdf format)**
- For the refund of admission fee, the candidate has to fill an online form within **02.09.2022**.
- All the refund amount will be transferred to the Account number given by the candidate during online application of refund.
- All the refund will be made following the existing Government norms.
- **Link for online application for refund of admission fees: [Click here](#)**

Sd/-  
Officer-in-Charge  
Haldia Government College