

Application Form for Cancellation of UG Admission, AUST

Date:

To

The Vice-Chancellor

Ahsanullah University of Science and Technology

Dhaka-1208.

Through: Chairman, UG Admission Committee Spring-2025

Subject: Application for Cancellation of Admission

Sir,

With due respect, I would like to inform you that I want to cancel my admission to the B. Sc. in [] Program for the Spring 2025 Semester. My Admission Roll [] and Application serial [].

Therefore, I kindly request you to cancel my admission and take the necessary steps to complete the process.

Thanking you.

Yours obediently,

Student Name: **Program:**

Application serial: **Student ID:**

Mobile No.: **Parent's Mobile No.:**

Particulars of the person in favor of whom the A/C payee cheque of re-imbursment amount (depending on the rules) will be prepared.

Account Name: Account No:

Bank Name: Branch: Routing No.:

Attached Documents:

☐ Photocopy of the money receipt.

☐ Printed copy of the e-mail of admission confirmation.

For Office Use Only

☐ **Cancellation Approved**

☐ **Cancellation Not Approved**

Recommended by

Approved by

Signature & Date: _____

Signature & Date: _____

Chairman,

Vice-Chancellor

UG Admission Committee, Spring 2025

AUST