

GOVT. COLLEGE OF COMMERCE & BUSINESS ADMINISTRATION,
SECTOR-50, CHANDIGARH

Ref. No. GCCBA/HC/2026/ 53

Dated:- 13/05/2026

NOTICE

All Hostel Students (Boys & Girls), who are leaving the hostel for academic session 2025-26 are hereby informed that they are required to submit the refund performa duly complete in all respect with hostel clerk.

Students are also required to clear the all dues before submission of refund application performa.

Nisha Arora
Principal,
GCCBA-50, Chandigarh
13/5/26

A copy is forwarded to the following for information and necessary action please: -

1. The Hostel Welfare Committee
2. The Hostel Superintendent (Boys)
3. The Hostel Superintendent (Girls)
4. The Website Incharge to upload performa

Nisha Arora
Principal,
GCCBA-50, Chandigarh
13/5/26

Refund Approved/ Not Approved

Hostel Clerk

Accountant

Bursar

Principal

Refund of Hostel & Mess Security (2025-26)

1. Student Name: _____
2. Father's Name: _____
3. Course/Class: _____
4. Roll Number: _____
5. Hostel Room Number: _____
6. Session/Year: _____
7. Date of Hostel Vacating: _____
8. Security Deposit Amount: ₹ _____
9. Reason for Leaving Hostel: _____
10. Bank Account Details for Refund:

- Student Name: _____
- Bank Name: _____
- Account Number: _____
- IFSC Code: _____

❖ Attach copy of front page of passbook/cancelled cheque

11. Students Signature: _____
12. Mobile Number: _____
13. Date: _____

For Office Use Only

- Mess Contractor: _____ Dues pending: Yes / No
- Canteen Contractor: _____ Dues pending: Yes/No
- Mess Contractor: _____ Dues pending: Yes/No

Hostel Superintendent

Refund Approved/ Not Approved

Hostel Clerk

Accountant

Bursar

Principal