

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी  
مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A central university established by an Act of Parliament)  
Hyderabad - 500 032



**Dr. K.P. Singh**  
Finance Officer

Phone : 040-23000084  
Fax : 040-23008379  
E-mail : fo@manuu.ac.in

**CIRCULAR**

No. MANUU/F&A/B&A/2017-18/ 381

29<sup>th</sup> August 2017

Sub: Authorisation of charge back

\*\*\*

As part of digitization of fee receipts, the university installed two Payment Gateways i.e. one each with Indian Bank and Indian Overseas Bank. During the process of receipts through Payment Gateway, charge back requests arise from students in respect of failed transactions and double payments.

For the purpose of authorization of charge back requests, the competent authority has authorized Central Admission Cell to authorize charge back requests after due verification and under intimation to Finance & Accounts.

**Finance Officer**

To  
Chairman, Central Admission Cell, MANUU

Copy to:

- 1) PS to Hon'ble Vice Chancellor, MANUU
- 2) PVC's Peshi, MANUU
- 3) Registrar's Peshi, MANUU
- 4) Controller of Examination, MANUU
5. The Joint Director, CIT, with a request to upload the circular on the university website