

مولانا آزاد نیشنل اردو یونیورسٹی  
 MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)  
 (Accredited "A" Grade by NAAC)

Office of the Provost-MANUU Boys Hostels  
 Gachibowli, Hyderabad – 500 032, T.S.India



Date: / /2020

To  
 The Provost Office  
 Boys Hostels  
 MANUU, Hyderabad.

Sir,

I, Mr. \_\_\_\_\_, S/o Mr. \_\_\_\_\_ who  
 is pursuing \_\_\_\_\_ course / Program at the Department of \_\_\_\_\_  
 at MANUU, Gachibowli, Hyderabad, during the academic year 2019-20, and resident of  
 Boys Hostel \_\_\_\_\_, Room No. \_\_\_\_\_, bearing Mess No. \_\_\_\_\_. I have completed my course/ cancelled my  
 Hostel Accommodation on \_\_\_\_\_. I request you to please refund my mess deposit amount (if  
 any) in below mention account details.

Account Details:-

1. Account Holder Name : \_\_\_\_\_  
 (Account should be in the name of the Student only)
2. Account Number : \_\_\_\_\_
3. Name of the Bank : \_\_\_\_\_
4. Branch Name : \_\_\_\_\_
5. IFSC Code : \_\_\_\_\_
6. State and Pin Code : \_\_\_\_\_
7. Contact Number : \_\_\_\_\_

(Note: The candidate shall be responsible for the accuracy of the  
 Data provided and for any delay due to the incorrect information.)

Signature of the student

FOR OFFICE USE

The total amount to be refund is Rs. \_\_\_\_\_, in words Rupees \_\_\_\_\_ only.

Dealing Assistant

Section Officer

Provost, Boys Hostels