



**ST. PAUL'S CATHEDRAL MISSION COLLEGE (Estd : 1865)**  
33/1 Raja Rammohan Roy Sarani [Amherst Street] Kolkata – 700009  
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Visit us: [http://: www.spcmc.ac.in](http://www.spcmc.ac.in)  
**NAAC ACCREDITED:**  
**AISHE CODE:- C-11869**



Date: 10-9-2020

## **NOTICE**

The applicants who have paid fees online (on or after 1<sup>st</sup> September, 2020) for admission in the first semester of B.A./B.Sc. courses for the current academic year (2020-21) and are willing to cancel their admission are hereby asked to send emails to the address [contactus@spcmc.ac.in](mailto:contactus@spcmc.ac.in) along with the scanned copies of their

- 1) Applications on plain paper duly signed and
- 2) Bank payment receipts.

The application must contain

- (i) Name of the Applicant
- (ii) Application Number
- (iii) Name of the course (B.A./B.Sc., Hons/Gen and Subject combination)
- (iv) Date of admission
- (v) Bank Transaction number
- (vi) Residential address
- (vii) Mobile phone number
- (viii) Email address of contact.

After verification of the documents the applicants will be sent acknowledgement to their respective email addresses. College will arrange to refund the fees following UGC guidelines when the normal situation is restored. The incumbents will be informed regarding their refund through email or over phone. The date of commencement of the process of refund will be notified in the college website.

sd/-  
Teacher-in-Charge