

Date: / / 20____

To,
The Principal,
Marathwada Mitra Mandal's
School of Interior Design & Decoration
Pune: 411 004.

Subject: Regarding cancellation of admission **MSBTE's / Institute's First / Second Year**

Respected Sir / Madam,

I the undersigned, Mr. /Ms. _____
have taken admission for the academic year 20____ - 20____. I hereby request to cancel
my admission with immediate effect due to the following reason:-

I hereby agree to deduct the cancellation charges from my fees as per the rules &
regulations. I am submitting herewith the original fees receipt for your ready reference
and necessary action please.

Thanking you,

Signature of Parents / Guardian

Signature of Candidate

Mob. No: _____

Mob. No: _____

For Office Use

1) Parents signature found correct / incorrect : _____

2) Approved / Not Approved : _____

Principal
Marathwada Mitra Mandal's
School Of Interior Design
Pune.