

**CENTRE FOR DISTANCE AND ONLINE EDUCATION**  
**SHARDA UNIVERSITY**

(Established under section 3 of the UGC Act, 1956)  
Accredited by NAAC with 'A+' grade | UGC Entitled  
Plot No.: 32,34, Knowledge Park-III, Greater Noida-201310



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**ONLINE REFUND APPLICATION FORM**

Date: .....

**Document to be attached:**

**Bank Passbook Front Page Copy OR Cancelled Cheque Copy of the Account where the amount is to be transferred. (The account should be in the name of the Student or the Guardian)**

**System Id : ..... Programme : .....**

**Student Name: .....**

**Father's Name: ..... Mother's Name : .....**

**Email ID for Communication.....**

**Please Specify Refund Type: Application Fee/ Registration Fee/ Tuition Fee/ Exam Fee**

**: .....**

**Student Mobile Number..... Guardian Mobile Number.....**

**Bank Account Holder Name: .....**

**Bank Account No: .....**

**IFSC Code: ..... Swift Code (For International Payment) .....**

**Bank Name: .....**

**Bank Address: .....**

**Note:**

1. After completing the document, please email it to us at [support@shardaonline.ac.in](mailto:support@shardaonline.ac.in) along with the necessary supporting documents.
2. The refund amount will be transferred only to the bank account of the student or guardian, as specified above.

3. The refund processing time is 15 working days from the date of submission of a complete and accurate application form.

4. For any queries, please email us at [support@shardaonline.ac.in](mailto:support@shardaonline.ac.in) or call us at +91-6361202000.