

NETAJI NAGAR COLLEGE FOR WOMEN

Procedure for Cancellation Of Admission

- To cancel admission visit our admission portal <http://admissionnncw.in/>
- Click on the tab **Login**
- Provide Acknowledgment No., Form No. and date of birth and click login button
- Check for the **CANCEL ADMISSION** button on the left of your screen click it
- Now click on the **CANCEL** button
- Take a print out of the **RECEIPT** of cancellation and preserve it

NB: If a candidate gets chance to admit herself in more than one subject, she can take admission in one subject only in any e-counseling phase. But she can change the subject within that e-counseling deadline. In that case her admission fees will be adjusted but at first she has to cancel her previous admission.

To get the refund of admission fees, a candidate must cancel her admission through our admission portal. After cancellation she should mail us at nncwactivity@gmail.com along with the followings

1. Application Form
2. Admission fees payment receipt
3. Admission cancellation receipt
4. Bank details
5. Contact details: Mobile No. and e-mail id
6. A signed application for cancellation on plain paper

After obtaining all relevant documents a google form link will be shared. Refund will be made on the basis of filled in google form in due course after deducting the cancellation charges.