



# PONDICHERRY UNIVERSITY

## UNIVERSITY HOSTEL OFFICE

### APPLICATION FOR FINAL NO DUES CERTIFICATE / REFUND OF CAUTION DEPOSIT & MESS BALANCE (IF ANY)

Date:

1. Name of the Hostel Resident :
2. Registration No. :
3. Course of Study :
4. Hostel Name : Room No.
5. Caution Deposit Challan No. : (Original Individual Copy Enclosed)  
(PU Branch only) (Compulsory)
6. Purpose : **Course to be Completed    Course to be Discontinued    Hostel to be Vacated    Anyother Reason**
7. Mobile No. :
8. Address :  
State Pin Code
9. Date of Vacation of the Hostel :
10. Mode of Journey : **By Bus / By Train /By Air/ Any other mode**

<b><u>FOR MESS USE ONLY</u></b>
Mess Closing Date on _____
Mess Name _____
Mess Supervisor/Manager Name _____
Signature/With Seal

Signature of the Resident

Signature of the HOD  
(With seal)

**(Or)**

Forwarded by their Email ID

Signature of the Supervisor/with Seal  
(Applicable for Ph.D Scholars)

**For Office use only**

**RECOMMENDED FOR ISSUE OF FINAL NO DUES CERTIFICATE VACATED ON**

**ASSISTANT**

**SO/AR/DR/CW**

<b>APPROVAL SENT</b>
<b>ON</b>
...../...../20....