

Roll No: \_\_\_\_\_

Date: \_\_\_\_\_

To,

The Principal,  
Fr. C. Rodrigues Institute of Technology,  
Vashi.

Sir,

I, Mr./Ms./Mrs. \_\_\_\_\_ Roll No. \_\_\_\_\_  
was a student of \_\_\_\_\_ from the academic  
year from \_\_\_\_\_ to \_\_\_\_\_. I have passed in the year \_\_\_\_\_. I request  
you to refund my caution Deposit of Rs. \_\_\_\_\_ deposited vide receipt No.  
\_\_\_\_\_ dated \_\_\_\_\_.

Date:

(Signature of applicant)

Cheque in Favour of \_\_\_\_\_

Contact No. : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**(for office use only)**

Sr. No	Section	Remarks	Signature & Date
1	Head of Department		
2	Training & Placement officer		
3	Librarian		
4	Account		
5	Office Clerk		

**(Dr. S.M. Khot)**  
**Principal**