

## ADMISSION/REGISTRATION CANCELLATION FORM

### SECTION 1: To be filled by student/guardian

Name of student		Father name		KMU/SZABMU registration #	
Student ID		Discipline		Semester	
Date of admission					
Reason for cancellation					
It is confirmed that the aforesaid information and reason for cancellation of my admission/registration are correct. Therefore, my admission/registration in Midwest IS may be cancelled, please.					
Signature:				Date:	

### SECTION 2: For official use only

1)	It is certified that request of the student for cancellation of his/her admission/registration is covered under Midwest IS policies. Recommended and forwarded the request to Director Campus.				
	Student registered with KMU/SZABMU		Student not yet registered with KMU/SZABMU		
	Admission Officer	Signature:		Date:	
2)	Request for cancellation of admission/registration			<input type="checkbox"/> approved	<input type="checkbox"/> not approved
	Director Campus	Signature:		Date:	
3)	Fee submitted		Rs.		
	Fee refundable as per policy		Rs.		
	Finance Officer/Manager	Signature:		Date:	
4)	Fee refund (if any) and removal from software system:			<input type="checkbox"/> approved	<input type="checkbox"/> not approved
	Finance Officer/Manager	Signature:		Date:	
5)	For SZABMU registered students only: A) Letter for cancellation of registration signed by Director Campus sent to Registrar B) Copy of the letter sent to:				
	i)	Semester Examination System, SZABMU		iv)	Programme Head
	ii)	Finance Office, Midwest IS		v)	Student file
	iii)	Examination Office, Midwest IS		vi)	Office copy
	Admission Officer	Signature		Date	

