SAINATH EDUCATION TRUST'S

# RAJIV GANDHI COLLEGE OF ARTS, COMMERCE & SCIENCE

(PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI)

RE-ACCREDITED BY NAAC GRADE 'B'

HINDI LINGUISTIC MINORITY INSTITUTE

RAJIV GANDHI COLLEGE OF ARTS COMMERCE & SCIENCE

Plot No. 16/17, Sector 10A,
Vashi, Navi Mumbai - 400 703.
Tel.: 2766 7377
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Website : www.setrgc.edu.in

Ref. No.: 232/SET/RGC/2026-27

Date : 28/10/2026

## Notice

**Final Reminder for Claiming Refund of Caution Money and Other Refundable Deposits for A.Y. 2022–2023 to 2025–2026**

All passed-out students of Undergraduate and Postgraduate programmes for the Academic Years 2022–2023, 2023–2024, 2024–2025 and 2025–2026 who have not yet claimed their caution money and other refundable deposits, wherever applicable, are hereby advised to complete the refund formalities on or before 31st March 2027.

The prescribed Application Form for Refund of Caution Money Deposit is enclosed herewith. Eligible students are required to submit the duly completed and signed application form to the College Office/Accounts Section along with the relevant deposit receipt, wherever available, and a cancelled cheque or a copy of the bank passbook showing the account holder's name, account number and IFSC code.

Students must ensure that all information and supporting documents submitted are accurate and complete. Refund claims will be processed after verification of the College records, clearance of outstanding dues, wherever applicable, and completion of the prescribed administrative and accounting formalities.

Students are advised to submit their applications within the stipulated deadline. Any unclaimed deposits remaining thereafter shall be dealt with strictly in accordance with the applicable rules, regulations and directions of the competent authorities.

All concerned students are requested to take note of this notice and complete the necessary formalities within the prescribed period.

RAJIV GANDHI COLLEGE OF ARTS COMMERCE & SCIENCE

I / C PRINCIPAL
Sainath Education Trust's
Rajiv Gandhi College of Arts, Commerce & Science
Plot No.16/17 Sector-10A, Vashi, Navi Mumbai-400703

Rajiv Gandhi College of Arts, Commerce & Science
VASHI NAVI MUMBAI
SET'S

Encl.: Application Form for Refund of Caution Money Deposit

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Date :

# Application for the Refund of caution Money / Deposits

To,
The Principal,
Sainath Education Trust's,
Rajiv Gandhi College of Arts, Commerce & Science
Vashi, Navi Mumbai.

Sub: - Refund of Caution Money / Deposits.

Respected Sir,

I.....student of

(course)..... was a regular student from .....

To..... I have successfully completed my course from this college. Therefore submitting the request for the refund of Caution Money / deposits.

Kindly do the needful and oblige.

Thanking You,

Signature of Student : .....

Name: .....

Contact No.: .....

Enclosures: 1. Original Fee Receipt of FY, SY & TY
2. Xerox of Result FY, SY & TY
3. Library / Laboratory No dues certificate
4. Cheque xerox copy

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