



Estd. 2000

## ABES Engineering College, Ghaziabad

Form No. S-22  
w.e.f.: July 2015

### Application For Reimbursement Of Expenses Towards Membership Of Professional Societies/ Cost Of Magazines For Meritorious Students Securing 75% or Above Marks

To,  
The Director  
ABES Engineering College  
Ghaziabad

Date:

Respected Sir,

I, \_\_\_\_\_ Admission No. \_\_\_\_\_ Univ. Roll No. \_\_\_\_\_  
a student of MBA / MCA / B.Tech.( ) Shift I / II and at present studying in \_\_\_\_\_ Semester.

In **Session 20**\_\_ - \_\_ I have secured \_\_\_\_\_% marks (marks obtained /maximum marks \_\_\_\_\_) without any Carry over Paper / Grace Marks including both semesters in MBA/MCA / B.Tech.( ) **(Enclosed is a copy of mark sheet )**.

As per rules of Academic Awards for Meritorious Students I am eligible to claim Rs \_\_\_\_\_ as reimbursement towards membership of professional society/ magazine of repute for securing \_\_\_\_\_% marks. I have taken membership of \_\_\_\_\_(profession society name)/subscribed to \_\_\_\_\_(International Magazine name ) costing Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) for one year . **A copy of the receipt is attached.**

I, therefore, request a reimbursement of Rs 500  / Rs 1000

In my PNB A/c No\* \_\_\_\_\_ branch of Navyug Market Ghaziabad.

**(Photo Copy of Pass book enclosed).**

**(Signature of Student with date)**

**(Verified by Class Coordinator with date)**

Recommendation of HOD

\* (Account should be in the name of student)

For official use:

Approval of the Director -

Approved/ Not Approved/ Approved Rs. \_\_\_\_\_

Registrar Office - for info and retention of a copy

Account Section - for payment