



University of Shangla

Hostel Clearance Proforma

Name of Student: _____

Father's Name: _____

Roll No.: _____

Department _____

Session: _____

CNIC No.: _____

Contact No.: _____

Hostel Name: _____

Room No.: _____

Clearance from Hostel

S. No	Particulars	Yes/No	Remarks	Signature
1	Room vacated and keys returned			
2	Hostel property (bed, chair, cupboard, etc.) found in good condition			
3	No dues pending (Hostel Rent)			
4	Any damage charges applicable			
5	Warden's Recommendation for Refund			

Verified by (Hostel Clerk / Security): _____

Signature of Warden: _____

2. Accounts Section

Security Deposit Amount: Rs. _____ Less: Deductions (if any): Rs. _____

Net Refund Amount: Rs. _____ Prepared by (Accounts Clerk): _____

Checked by (Account Officer): _____

Approved by (Treasurer/Director Finance): _____

3. Student Acknowledgment

I confirm that I have received the refund of my hostel security deposit from the University of Shangla.

Student Signature: _____

Date: ____ / ____ / ____