



**SNU**  
SISTER NIVEDITA  
UNIVERSITY

DG 1/2, Action Area I, New Town, Kolkata, West Bengal -700156

**Application No: SNU/DL/...../.....**  
*For Office Use only*

**APPLICATION FOR DEMAND LETTER**

Name of the Student:	
Name of the guardian : <i>(as per Bank &amp; University record for loan purpose)</i>	
Student ID:	Registration Number:
Program:	Total applicable program fee (in ₹):
Fee sought for the Semester(s):	Fee due for the semester(s) (in ₹):
Bank Name:	
Bank Branch Address:	
Bank Branch Email id:	Bank Contact number:
Bank Loan sanction number and date:	
Bank Loan account number: <i>(Attach sanction letter from Bank)</i>	

**DECLARATION:** I ..... solemnly confirm that the information furnished by me is correct to the best of my knowledge and belief.

Place: .....

Date: .....

.....  
Signature of the Candidate

*For Office Use Only*  
**-Approvals-**

.....  
*(Signature with Date)*  
Name:.....  
[Office of the CFO]

.....  
*(Signature with Date)*  
Name:.....  
[Office of the COE]

.....  
*(Signature with Date)*  
Name:.....  
[Office of the Registrar]

.....

**Application No: SNU/DL/...../.....**

*Receipt copy (to be filled by the Officials)*

**APPLICATION FOR DEMAND LETTER**

Name of the Applicant:	
Student ID:	Registration Number:
Program:	

.....  
Received by (Name)

.....  
Signature with Date

.....  
Reporting Date & Time