दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI
Faculty of Technology
Maharishi Kanad Bhawan,
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Ref. No. FT/26/2120 Dated: 09.11.2026
12

NOTIFICATION

All first year students of Faculty of Technology (Batch 2026-27) are hereby advised to submit their Laptop reimbursement claim form in the Room no. G-14, Office of Faculty of Technology, University of Delhi, **latest by 20.11.2026**. The claim form must be accompanied with the following documents :-

1. Original GST bill / invoice in the name of student only (Laptop reimbursement expenses upto Rs. 50K or the actual price, whichever is lower).
2. Copy of Fees Receipts (Both Admission Fee Receipt + Balance Fee Receipt)
3. Bank details of the student (please enclose a copy of Passbook or Cancelled Cheque)

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Delhi-110007

Note :- If the students does not have bank Account then he / she has to give an undertaking to reimburse the laptop amount in the bank Account no. of his/her parents.

FACULTY OF TECHNOLOGY, UNIVERSITY OF DELHI

LAPTOP REIMBURSEMENT CLAIM FORM

1	Name of the Student	:
2	Father's/Mother's name	:
3	Enrolment no.	:
4	Roll No.	:
5	Official email ID	:
6	Contact no.	:
7	Name of Beneficiary Account No. Bank name Branch name with pin code IFSC Code Laptop purchased amount	: : : : : :

FEE DETAILS

Sl. No.	Transaction/Ref. Id	Amount	Date	Installment (1st & 2nd)
1				
2				
3				

Bill no. & date	Amount paid	Details of vendor	GST

UNDERTAKING

It is certified that the above-mentioned details/information is true and correct to the best of my knowledge.

SIGNATURE OF THE STUDENT

Date _____

Place _____