



## FEE REFUND POLICY

### New Student Admissions Academic Fees Refund Policy

As per the UGC guidelines, a full refund of fees shall be made by the on account of all cancellations of admission/ migrations of students up to 30 September and with a deduction of not more than Rs. 1000/-, as a processing fee, up to 31 October. For any admission schedule extending/ commencing beyond/ after 31 October, the general Academic Fees Refund Policy shall be followed.

### General Academic Fees Refund Policy

If the student chooses to withdraw from the program in which he is enrolled, the refund of the paid fees will be made as per the following UGC guidelines.

S.No.	Percentage of Refund of fees	Point of time when notice of withdrawal of admission is submitted to the HEI
1	100 %	15 days or more <b>BEFORE</b> the formally- notified last date of admission
2	90 %	less than 15 days <b>BEFORE</b> the formally- notified last date of admission
3	80 %	15 days or less, <b>AFTER</b> the formally- notified last date of admission
4	50 %	30 days or less, but more than 15 days <b>AFTER</b> the formally- notified last date of admission
5	0 %	More than 30 days <b>AFTER</b> the formally- notified last date of admission