



## UGC FEE REFUND POLICY

**Ref: Official letter No.F.2-71/2022 (CPP-II) (C-114546) dated 12/06/2024 received from UGC.**

UGC has issued guidelines regarding the refund of fees on cancellation of admission / migration of students, for the academic session 2024-25

It is directed that a full refund of fees shall be made by Higher Education Institutions on account of all cancellation of admission/migration of students up to 30th September 2024 and with a deduction of not more than Rs.1,000/-, as a processing fee, up to 31 October 2024.


It is further directed that for any admission schedule extending/commencing beyond/after 31<sup>st</sup> October 2024, the provisions contained in the UGC notification issued in October 2018 sum refund of fees and non- retention of original certificates shall apply, which is as shown below:

Category	Percentage of Refund of Fees	Point of time when notice of withdrawal of admission is received in the HEI
1	100%	15 days or more before the formally notified last date of admission.
2	90%	Less than 15 days before the formally notified last date of admission.
3	80%	15 days or less after the formally notified last date of admission.
4	50%	30 days or less, but more than 15 days after formally notified last date of admission
5	0%	More than 30 days after formally notified last date of admission.

Hence the UGC guidelines regarding the Fee Refund Policy for the academic session 2024-25 is implemented

This policy will remain in force for subsequent academic sessions until the issuance of a revised policy by the UGC.



  
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