

## **Refund of Fees**

- 1) In the event of student withdrawing before the starting of the particular course, the entire fee collected from student, after a deduction of the processing fee of Rs. 1,000/- (Rupees One thousand only) shall be refunded.
- 2) If a student submit his application for cancellation of admission in a prescribed form (duly completed) within 15 calender days for the date of commencement of the particular course, 10 percent of total amount of tuition fees prescribed for the course will be deducted form the amount of tuition fee paid by him and the balance amount will be refunded.
- 3) If a student submits his application for cancellation of admission in a prescribed form (duly completed) within 30 calender days from the date of commencement of the particular course, 20 percent of the total amount of tuition fees prescribed for the course will be deducted from the amount of tuition fee paid by him and the balance amount will be refunded.
- 4) If a student submits an application for cancellation of admission after 30 calendar days from the date of commencement of the particular course, no refund will be made and Rule (5) may also invoked. However, if the application for cancellation of admission is submitted before the last date prescribed for admission, and if the vacated seat is filled by another candidate, 25% of the amount of tuition fees prescribed for the course will be deducted from the amount of tuition fee paid and the balance amount will be refunded.
- 5) If any student admitted to any course leaves the course after the prescribed last date for admission of the particular course no refund will be made and he will be required to pay full amount of tuition fees for the remaining entire duration of the course.