

Notification

Fee Refund Policy: Ph.D. Programme

Read:

- (1) Resolution No. 06 - Governing Body Meeting dated 27th May 2019.
- (2) Resolution No. 09 - Board of Management Meeting dated 21st May 2019.
- (3) Resolution No. 03 - Academic Council Meeting dated 16th May 2019.
- (4) SPU/Ph.D./370/2019 dated 18th April 2019.

It is notified for information of all concerned that the Governing Body, in its meeting held on 27th May 2019 vide Resolution No. 06, considering the recommendations of the Board of Management and Academic Council, has resolved to approve the Fee Refund Policy of Ph.D. Programme to be effective from the Academic Year 2019-20 and onwards. As per the Policy, a Ph.D. student cancelling/withdrawing his/her admission will be eligible for the refund of fee as per the following criteria:

Sl. No.	% of Refund Fees*	Point of Time When Notice of Withdrawal of Admission is Received by the University
1	100%	15 days or more before the formally notified last date of admission (fee payment)
2	90%	Less than 15 days before the formally notified last date of admission (fee payment)
3	80%	15 days or less after the formally notified last date of admission (fee payment)
4	50%	30 days or less, but more than 15 days, after formally notified last date of admission (fee payment)
5	00%	More than 30 days after formally notified last date of admission (fee payment)

In case of Sl. No. 1 in the table above, the University shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5000/- as processing charges from the refundable amount.

However, the Caution money will be refunded in all cases of withdrawals irrespective of the time of withdrawal of the admission.


Registrar

To,

- (1) All HOIs & HODs
- (2) Accounts Section
- (3) Academic Section

Copy to: Office of Hon'ble Provost