

## Refund of Fees

1. The refund of fee shall be applicable only in the following cases:
  - 1.1 Any student who opts, in writing, to withdraw from the programme on or before the last date of withdrawal as stipulated in the admission order.
  - 1.2 Any student who does not join the programme on the prescribed date of joining as stipulated in the admission order.
  - 1.3 Any student whose admission is cancelled on account of his giving false information/certificate(s) or has concealed some information.
  - 1.4 Any student who is expelled by the university on account of proven indiscipline and/or misconduct.
  - 1.5 Any student who has been given provisional admission inspite of his not having the qualifying examination result declared by the examining body.
  
2. Refund of fees shall be as follows:
  - 2.1 Registration Fee & Admission Fee is non-refundable.
  - 2.2 In case of clause 1.1 & 1.2, 100% tuition fee will be refunded. However, processing charges, as prescribed by the University from time to time, will be deducted from the refundable amount.
  - 2.3 Admission of a student shall be cancelled if it is found at a later stage that he had secured admission by giving false information/certificate(s) or has concealed some information, the fee deposited shall be forfeited and such a student shall also be liable to pay the fee for the remaining duration of the programme. In such a situation, the University reserves the right to take such other action as deemed fit.
  - 2.4 Fees paid by a student shall be forfeited in case he is expelled by the University on account of proven indiscipline and/or misconduct. Such a student shall also be liable to pay the fee for the remaining duration of the programme.
  - 2.5 There may be a case where a student is provisionally admitted into a programme inspite of his not having the qualifying examination result. In such an event, the provisional admission order stipulates the date by which a student is required to submit the qualifying examination result in support of his meeting the eligibility criteria for admission to the programme. In case a

student fails to submit documentary evidence of his meeting the eligibility criteria for admission by the stipulated date, his provisional admission will stand cancelled and no refund shall be made.

- 2.6 There may be cases where a student leaves the programme mid-stream thus depriving the right of another meritorious student who could have taken admission. In order to avoid such a situation and also to ensure that seat(s) in the programme do not remain vacant, candidates who obtain admission will be required to submit at the time of joining either a bank guarantee for the tuition fee of the entire duration of the programme or post-dated cheques in favour of Swami Rama Himalayan University for the balance unpaid tuition fee of the entire duration of the programme as cash security. The University shall have the right to encash the bank guarantee/post-dated cheques in case the student leaves the programme mid-stream, after the admission.
3. After deduction of all dues & claims, if any, Security Deposit will be refunded to a student after successful completion of the programme by him.
4. If a student who is offered scholarship or fee concession and his admission is cancelled due to any reason, he shall be treated as a non-scholarship student/non-recipient of fee concession, for refund purposes.
5. Request for withdrawal shall be submitted by a student to the Principal of his college/school. All refunds will be processed by the University. A refund will be made only after the student has surrendered the college/school ID card, original fee receipt and the dues clearance certificate, wherever applicable.
6. All refunds shall be made only to the bank account of the student/parent as per the details furnished by him at the time of admission.
7. The mode of the payment of refund will be through NEFT/RTGS/Cheque only. In case of Foreign/NRI student, the refund will be made as per RBI/Foreign Exchange regulations along with applicable bank charges.
8. No admission is considered auto-withdrawal until required formalities are completed as per this Policy.