

# FEE REFUND RULES

## **Cancellation of admission for all programs shall be governed by the rules as given below:**

1. if a student chooses to withdraw from the program of study in which he/she is enrolled, the university shall follow the following five-tier system for the refund of fees\* remitted by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is received by the university
1	100%	15 days 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	00%	More than 30 days after formally notified last date of admission

\*(inclusive of program fees (annual tuition fee) and non-tuition fees (annual fee; one-time charges & hostel charges) but exclusive of security deposit) mess fee shall be refunded on pro-rata basis. in case of (1) in the table above, the university shall deduct an amount of rs. 1,000/- as processing charges from the refundable amount.

## **Refund policy for candidates (non-reporting) admitted through csab/jossa:**

- a processing fee of rs. 1000/- (one thousand only) shall be deducted and full refunded of fee shall be given to all such candidates applying before the formally notified last date of submission of application for refund of fee by the candidates.

**The last date of submission of request for the refund of fee shall be one month after the formally notified date of closure of the admission by the university.**

- all such applications shall be processed only after receiving the fee from csab/jossa.
- no application regarding refund for the fee in favour of non-reporting candidates shall be considered after due date.

For the detailed seat matrix, reservation roster, and business rules governing seat allotment and conversion, please visit [www.smvdu.ac.in](http://www.smvdu.ac.in).