



FEE REFUND POLICY 2024-2025

Students have the provision for a full refund of fees within a specified period to enable them to opt for a course of their choice on cancellation/withdrawal of admission.

In compliance with the University Grants Commission (UGC) D.O. letter No. F. 2-71/2022 (CPP-II) (C-114546) Dated 12th June 2024/22 ज्येष्ठ, 1946, IEHE, Bhopal has developed a Fee Refund Policy for the session 2024-25 as follows:

- Notwithstanding anything contrary contained in any guidelines / prospectus / notification / schedule, a full refund of fees shall be made by the Institute on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs 1,000 as a processing fee, upto 31 October 2024.
- For any admission schedule extending/commencing beyond/after 31st October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (*reproduced below for ready reference*):

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)	00%	More than 30 days after formally notified last date of admission

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

With effect from: 01st July 2024

Approved by: IQAC

Director