



SHRI GURU RAM RAI
UNIVERSITY
Quest for Excellence

ADMISSION WITHDRAWAL AND FEE REFUND POLICY



ADMISSION WITHDRAWAL AND FEE REFUND POLICY

1. S G R R University admission withdrawal and fee refund policy will be governed by the UGC guidelines. The details are given below:
2. In case the admission is cancelled due to non-payment of remaining dues by the due date mentioned in the respective Provisional Admission Letter, or, the student absents himself/herself from the University without any intimation, then the below policy for refund shall not be applicable and the whole amount deposited will be forfeited.
3. The following refund policy will apply ONLY if the student has properly intimated the University through proper channel about his/her withdrawal.
4. All applications for Admission withdrawal and Hostel withdrawal shall be submitted through Principal/Dean/HOD/Coordinator of respective School/College/Department with the remarks and giving full details of their bank for online transaction.
5. Registration Fee is non-refundable under any circumstances, whatsoever.
6. The dates mentioned in this Policy will apply irrespective of the date of admission.
7. If the admission is withdrawn on or before the last date of admission, of the admission year or before the date of the commencement of the program as announced by the University in its Annual Academic Calendar, whichever is earlier, then the fee will be refunded after the deduction of non-refundable admission fee and 10% of total fee. In case the student would have availed any other Service of the University, the fee for the same shall also be deducted.
8. If the admission is withdrawn within 15 days of commencement of the session, of the admission year, the refund will be processed only after reviewing the admission status after 30 days of commencement of the session, of the admission year, depending upon the vacancy and the seat filled after withdrawal in the same category. In case the seat in the program is vacant, then no refund will be made (except refundable security deposit, after adjusting dues, if any). In case the seats in the program are fully filled up and after withdrawal no seat of the university will lie vacant, then 80% fee will be refunded after the deduction of non-refundable admission cancellation charges.
9. If the admission is withdrawn within 30 days of the starting the session, then the refund will be processed only after reviewing the admission status after 30 days of the commencement of the session, depending upon the vacancy and the seat filled after withdrawal in the same category. In case the seat in the program is vacant, then no refund will be made (except refundable security deposit, after adjusting dues, if any). In case the seats in the program are fully filled up and after withdrawal no seat of the university will lie vacant, then 50% fee will be refunded after the deduction of non-refundable admission cancellation charges.
10. If the admission is withdrawn after 30 days of the starting the session, then no refund under any head (except refundable security deposit, after adjusting dues, if any) will be made by the University under any circumstances whatsoever.
11. The amount refundable shall be calculated on the basis of date of submission of application for withdrawal and the decision will be based on "first come first serve" basis. All refunds shall be calculated on pro-rata basis of annual academic fee i.e including both installments after deducting non-refundable fee.



12. In case of a student seeking withdrawal from the Program of study after successful completion of one/more academic year(s), and before the date of registration, the Security deposit along with the fee for that year, if paid, shall be refunded, after adjustment of dues, if any. In case the application for withdrawal is submitted after the date of registration, only the Security deposit shall be refunded, after adjustment of annual fee payable for that year and dues, if any.
13. In case of a student seeking withdrawal on account of not getting promoted to the next academic year, the Security deposit along with the advance fee for the subsequent year, if deposited, shall be refunded after adjustment of dues, if any.
14. No interest is paid on refund of any fees/ deposit.
15. In case of any dispute, the decision of the Vice Chancellor, Shri Guru Ram Rai University would be final and binding.
16. The University reserves the right to exercise discretionary powers and amend the policy any time without prejudice.
17. All disputes arising out of or in connection with this are subject to the exclusive jurisdiction of Courts of Dehradun.
18. Admission withdrawal and fee refund in case of circumstances beyond the control i.e., in case fatal accident or death of the student or any other reason which is considered beyond the control. If application of withdrawal and fee refund is received, the amount to be refunded will as per the decision of Hon'ble Vice Chancellor on case to case basis.



HOSTEL FEE POLICY (SGRR NURSING GIRLS HOSTEL)

1. Admission to the Hostel is done on a first come first serve basis by the University Authorities. Hostel seat is allotted only for one academic year. Any change in the hostel room can only be made with the prior approval of the University Authorities. Students shall have to vacate the hostel rooms alongwith their entire luggage at the end of the academic year i.e., 30th June or the last day of the end term examination, whichever is earlier.
2. Hostel seat allotment for subsequent academic years shall be done on merit, attendance and availability basis. The hostel room/ seat may change from year on year as per the University Policy.
3. If a student withdraws before the commencement of classes of the admission year (whichever is earlier), only Rs. 10% of total fee will be deducted as processing charges and balance amount will be refunded.
4. If a student withdraws after the commencement of classes of the admission year (whichever is earlier), then complete hostel fee will be forfeited. In such cases only Mess fee and Laundry fee will be refunded after deducting 10% of total fee for the remaining complete months upto 30th June, of the academic year.
5. If a student has availed hostel facility even for one day in a calendar month, then mess and laundry fee for that calendar month shall also be deducted.
6. Students who are absent from the hostel for any reason shall not be given any benefit of fee refund/ adjustment whatsoever.
7. Students who are suspended or expelled from the hostel shall not be refunded any fee (Hostel, Mess or Laundry) under any circumstances. Only Hostel Security Deposit after the recovery of any dues will be refunded.



Refund of admissible will be as follows

Sl. No.	Percentage of Refund of Aggregate Fees	Point of time when notice of withdrawal of admission is served
1.	100% (except non-refundable fee)	15 days before the commencement of program OR the formally notified last date of admission
2.	80% (except non-refundable fee)	Not more than 15 days after the commencement of program OR the formally notified last date of admission
3.	50% (except non-refundable fee)	More than 15 days but less than 30 days from the commencement of program OR the formally notified last date of admission
4.	00%	More than 30 days after the commencement of program OR the formally notified last date of admission





“Quest for Excellence”

SHRI GURU RAM RAI UNIVERSITY

(Established By Govt. of Uttarakhand, vide Shri Guru Ram Rai University, Act no. 3 of 2017)

*Enlightening lives
through Education...*

