

## RULES FOR ADJUSTMENT/REFUND OF FEE

### (a) ADJUSTMENT OF FEE

If a candidate after having deposited fee for admission in one course joins another course in another University Teaching Dept./Institute in the same session, as mentioned below, and is permitted to withdraw his/her candidature, fee/funds except admission fee already deposited by him/her for the course from which he/she has withdrawn, shall be adjusted/refunded against the fee/funds of the course he/she joins subject to the condition that the difference, if any, shall be paid by the candidate :

- (i) from a general course to another general course;
- (ii) from a general course to a self-financing course or vice-versa.
- (iii) from a self-financing course to another self-financing course.

Application for adjustment of fee is as per Annexure-I.

### (b) REFUND OF FEE

If a candidate withdraws from the course/programme in which he/she was admitted in the University Teaching Departments/Institutes/Colleges affiliated/maintained by the Kurukshetra University, Kurukshetra, the fee to the candidate will be refunded as per following rules:

Sr. No.	Point of time when application of refund of fee is served	#Percentage of Refund of aggregate fee	Remarks
1.	On or before the formally-notified* last date of admission.	90%	10% of the aggregate fees will be deducted as processing charges from the refundable amount as per the clause 4.2.4 of the UGC Notification dated December, 2016.
2.	Not more than 15 days after the formally-notified* last date of admission.	80%	20% of the aggregate fee will be deducted from the aggregate fee.
3.	More than 15 days but not less than 30 days after the formally-notified* last date of admission.	50%	50% of the aggregate fee will be deducted from the aggregate fee.
4.	More than 30 days after the formally-notified* last date of admission.	00%	No fee will be refunded.

Note :

In case of demise of a candidate during the period as per point no. 1, 2 and 3 above, the application of withdrawal of admission and refund of fee is to be submitted by the parents/guardian of the candidate and the fee will be refunded without any deductions.

\* Formally-notified last date of admission is the date of display of the Final List (i.e. the date on which, candidate mark their attendance by physical presence) in the Dept./ Institute/college.

# inclusive of course fee and non-tuition fee but exclusive of caution money and security deposit.

Fee will be refunded to the eligible candidate who are covered the above criteria given at Sr. No. 1 to 4 within 30 working days from the date of closure of admission of that academic session. In the courses, which are also governed by AICTE rules, application of refund of fee will not be admitted after 10<sup>th</sup> of August as last date for completing the admission process is 15<sup>th</sup> August.

Application for withdrawal of admission and refund of fee is as per Annexure-II.

