



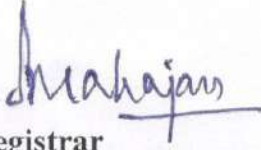
Ref. No.: KRMU/Admin./O.O./2022-23/ 3378(B)

Dated: 04.04.2023

**OFFICE ORDER**

**Subject: Fee Refund Policy for students admitted in the academic year 2023-24.**

The Fee Refund Policy for students admitted in the academic year 2023-24 as approved in 20th meeting of Finance Committee held (vide agenda item no. 20.06) on 17th March, 2023 to be implemented for the Academic Session 2023-24 is hereby notified for information (as annexed).



Registrar

**Encl:**

- As above

**Copy to:**

- Vice Chancellor : For kind information
- Pro Vice Chancellor : For kind information
- Dean (Academics Affairs)
- Director-Admissions
- Deputy/ Assistant Director- Admissions
- All Deans/ School Coordinators
- Chief Warden- Hostel
- Accounts
- Transport Officer
- Website Developer
- Office Copy



**Annexure-I**

**Subject: Fee Refund Policy for students admitted in the academic year 2023-24.**

Refund of fees is governed in accordance with the guideline issued by Statutory Councils and Regulatory Authorities from time to time for students seeking admission in 2023-24 (new Admission).

Any notice of withdrawal prior to the date of commencement of class i.e. before the date of Freshmen Orientation is eligible for 100% refund.

Sr. No.	Point of time when notice of withdrawal of admission is informed to the University	Percentage of Refund of Aggregate Fees* (Refund Admissible when class attended)	Percentage of Refund of Aggregate Fees* (Refund Admissible when class NOT attended)
1.	Within 15 days from the date of commencement of Classes i.e. the Odd Semester Academic Session 2023-24	75%	100%
2.	After 15 days from the commencement of classes, i.e., the Odd Semester Academic Session 2023-2024	0%	0%

**Note:** \*

1. Dates for withdrawal of admissions for refund might change as per the statutory councils and regularity authorities norms.
2. In case of 100% refund of aggregate fee, Rs. 2,000/- will be deducted as processing charges from the refundable amount exclusive of security deposit.
3. Fee of Rs.900/- paid for Application form for admission is non-refundable.
4. Validity of date for submission of application for refund is as per the date of email received on [refund@krmangalam.edu.in](mailto:refund@krmangalam.edu.in) / official email id or Refund Form submitted in Hard copy.

  
**Registrar**