NOTIFICATION

No. 105 of 2024 Dated :- 16 August, 2024

Subject :- UGC Fee Refund Policy 2024-2025 to be followed from 2024-25 academic session & onwards by all affiliated colleges/ Institutions, Model colleges, Autonomous colleges on account of cancellation / withdrawal of admissions / migration of students.

Whereas, the University Grants Commission on the above subject vide letter D.O. No. F. 2-71/2022 (CPP-II) (C-114546) dt. 12th June, 2024 has decided and directed to follow its Fee Refund Policy – 2024-25 with UGC redressal of Grievances of Students Regulation – 2023 and the Hon;ble Vice-Chancellor has noted the said letter u/s 12 (7) of Maharashtra Public Universities Act, 2016 on behalf of Management Council so as to implement it with immediate effect.

It is notified for general information and necessary action of all concerned that the following directives of the UGC should be followed and complied with by all the affiliated colleges / Institutions Model college and Autonomous colleges of the University, including by those colleges to whom the Notification No. 77/2024 dt. 12.07.2024 (earlier Notification No. 42/2022) read with Notification No. 58/2024 have been made applicable regarding Tuition Fees, other fees and charges "In General" u/s 101 (7) of the Act, read with Ordinance No. 3 of 2021 or under Ordinance No. 4 of 2021, to whom "Different Fees" has been granted vide Notification No. 34/2023.

1. Notwithstanding anything contained in any guidelines / prospectus / Notification / schedule etc :
   (a) A full refund of fees shall be made by the college / Institution on account of all cancellations of admissions / migration of students upto 30 sept. 2024 and with a deduction of not more than Rs. 1000/- as a processing fee upto 31 October, 2024,
   (b) For any admission schedule extending / commencing beyond / after 31 October 2024 the provisions contained in the UGC Notification issued in October 2018 on Refund of fees and 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 college/ Institution
(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 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

(c) The above policy at (a) and (b) will also remain in force for subsequent academic sessions i.e. with adherence to 30th Sept. and 31st Oct. as the dates of that subsequent years until the issuance of a revised policy by the UGC.

2. Delay or denial of refund of fees due to a student who with-draws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the UGC from time to time has been defined as one of the grievances.
3. The colleges / Institutions shall redress any grievance by the provisions of the UGC (Redressal of Grievances of Students) Regulation – 2023.
4. Any violation of the provisions of the UGC Fee Refund Policy-2024-25 shall be liable for punitive action as notified in clause -5 of UGC Notification on "Refund of Fees and Non-Retention of Original Certificates" issued in October, 2018.

In view of above, in respect of colleges/Institution to whom Notification No. 77/2024 and No. 42/2022 have been made applicable, read with para – 12 of Ordinance No. 03 of 2021, it is to further notify also for them that in Part – C of Annexure –A and in Part –D of Annexure –B of the said Notification No. 77/2024 and Notification No. 42/2022 the matter from the heading "Refund of Tuition fee and Laboratories Fee on cancellation of admissions " including the Table there-under hereby stand deleted and substituted by the UGC directives at Sr. No. 1, 2, 3 and 4 mentioned above.

Sd/-
Registrar,
Sant Gadge Baba Amravati University