

Four Decades of Educational Excellence

Ref : MIT-WPU/ Refund Policy/

01.04.2020

Cancellation of Admission & Refund of Fees Policy

MIT-WPU will consider any request for cancellation / withdrawal of admission from studies only if such request is made in accordance with the regulations prescribed by the University. The Regulations have included a procedure for cancellation/withdrawal as well as the rules for refunds.

Regulation :

1. The Regulation for cancellation / withdrawal of admission will be part of "Admission Regulations" of the University. In this regulation, the procedure for cancellation of admission and refund of paid fees is clearly defined. The Regulation is based on UGC Notification on Refund of Fees and Non-Retention of Original Certificates of October 2018 and shall be effective for the Academic Year 2020-21
2. Any student admitted to any of the program offered by the University may apply for cancellation of his/her admission and/or for withdrawal from studies at any time during the tenure of the program.
3. Application for cancellation of admission/withdrawal may be made in the prescribed format (Annexure-1) either by presenting an application in person by the student or by his/her authorized representative. Students can also apply for cancellation / withdrawal of admission through online process that will be available in University Website. No other mode of application shall be acceptable. If the application is made online, personal appearance of the student or his/her authorized representative along with the specified documents' within seven (7) working days from the date of 'online application' is mandatory for processing the request as on the date of application. If personal appearance is delayed the cancellation request will be processed as on the date of such appearance and the refund eligibility will be determined accordingly.
4. Refund would be considered only in respect of Program Fee paid by the student. No refund shall be allowed in respect of Application Fee and Admission Registration Fee etc.
5. If a student after joining the program leaves it in mid-session, the entire fees collected shall be forfeited.
6. Student seeking cancellation of admission shall be eligible for the refund of Program Fee at the specified rates as detailed in the table herein below which are based on the date of submission of application for cancellation and with reference to the formally notified last date of admission.

A) For "AICTE Approved and Technical Program": Programs approved under Faculty of Engineering & Technology, Pharmacy & Polytechnics, Management – PG and Design.

Sr. No.	Situation	Refund	Example of Calculating Refund Amount
1	Request received before the date of commencement of the program	Entire fee paid less Rs. 1000/- Handling charge	Remaining paid fees will be refunded after deduction of "Processing Charges" Rs.1,000/-
2	Request received after the commencement of the program & all seats have filled by the Institute / University.	Entire fee paid less deductions on prorata basis.	Refund of fees will be calculated as: If the total Program Fees is Rs. 3,00,000/- - The deductions will be on prorata basis i.e. (3,00,000/365days) = Rs. 822/- per day X Number of days from the commencement of program.
3	Request received after commencement of the program & seat/s remain vacant.	No Refund	No refund.

Note : No refund will be admissible after the commencement of the program in any circumstances.

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B) For "Non-AICTE Program": Programs under Faculty of Arts, Commerce, Science, Economics, Education, Law, Governance & SIPC, Faculty of Management (UGP)


Refund of fee with reference to "Formally notified the last date for admission" (as per the dates announced for different programs) shall be as under:

Particulars	15 days or more Prior to	Less than 15 days Prior to	15 days or less after	30 days or less but more than 15 days after	Beyond 30 days after
	Formally notified last date of admission				
Deduction	Rs. 5000 OR 5% of the Program fee (whichever is lower)	10% of Program fee	20% of Program fee	50% of Program fee	100% of Program fee

Example of Calculating Refund Amount		
Total Fees of Program in Rs.	200000/-	
Fees Paid in Rs.	100000/-	First Installment Paid
Data of Cancellation	18.07.2020	
Formally notified the last date of admission.	31.07.2020	Date is as for Example
Days from the date of cancellation to the formally notified the last date of admission.	14	i.e. Less than 15 days prior to formally notified last date of admission.
Deduction of Fees in Rs.	20000/-	10% on Total Program Fees.
GST @ 18%	3600/-	
Total Fees deduction in Rs.	23600/-	
Refund of Fees Rs.	76400/-	(Paid Fees Rs. 100000 – 23600 = 76400)

Important Notes:

- GST @ 18% is applicable on deducted amount against cancellation of admission as prescribed by the Government of India.
- All refunds shall be remitted only to the bank account of the student/parent as per the NEFT details furnished and shall be made within 15 working days from the date of approval of the cancellation/withdrawal.
- All disputes related to refund of fees are subject to Pune jurisdiction only.


Dr. Prashant Dave
Registrar, MIT-WPU

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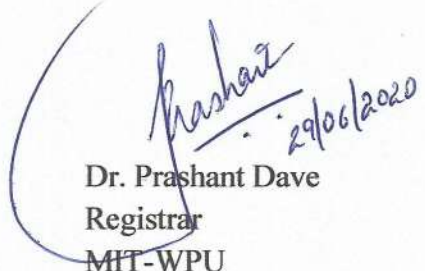
05th June, 2020

Formally notify last date of admission

With reference to the Refund of Fees Policy for 2020-21, we are hereby notify the last date of admissions for the students appeared and selected for all the programs under following faculties.

Sr. No	Name of Faculty / School	Last date of Admission
1	Faculty of Liberal Arts	31.07.2020
2	Faculty of Fine Arts, Media & Journalism	31.07.2020
3	School of Photography	31.07.2020
4	Faculty of Science	31.07.2020
5	Faculty of Commerce	31.07.2020
6	Faculty of Economics	31.07.2020
7	Faculty of LAW	31.07.2020
8	Faculty of Governance	31.07.2020
9	Faculty of Sustainable Studies	31.07.2020
10	Faculty of Education	31.07.2020
11	Faculty of Management – (UG)	31.07.2020

Refund of fees against cancellation of admission will be processed in accordance to the refund policy prescribed by MIT-WPU.


Dr. Prashant Dave
Registrar
MIT-WPU