

जामिया मिल्लिया इस्लामिया

(केन्द्रीय विश्वविद्यालय) (नैक प्रत्यायित 'A++' ग्रेड)
मौलाना मोहम्मद अली जौहर मार्ग, नई दिल्ली-110025

JAMIA MILLIA ISLAMIA

(A Central University) (NAAC Accredited 'A++' Grade)

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कुलसचिव कार्यालय

Office of the Registrar

دفتر مسجل

C&O-3(6)/RO/2023

15th September, 2023

NOTIFICATION

The Vice-Chancellor, JMI in terms of Section 11(3) of JMI Act, 1988 and on behalf of the Executive Council (Majlis-i-Muntazimah) has approved adoption and implementation of UGC's '**Fee Refund Policy 2023-24**' issued vide D.O. No. F.2-71/2022 (CPP-II) dated 03.07.2023 in the University (Copy enclosed).

All the concerned are requested to take a note of it.

The action taken by the Vice-Chancellor will be reported to the forthcoming meeting of the Executive Council (Majlis-i-Muntazimah).

(M. Nasim Haider)
Deputy Registrar

Encl.: as above.

Copy to:

1. All Deans of Faculties/DSW/HoDs/Directors of the Centres, JMI
2. Finance Officer, JMI
3. Controller of Examinations, JMI
4. Assistant Finance Officer (Payments), JMI
5. Secretary to Vice-Chancellor, JMI
6. Offg. Director, FTK-CIT, JMI for uploading on the University website.
7. Section Officer, Council & Ordinance for reporting the matter in the forthcoming meeting of the Executive Council.
8. Guard File

(Saqib Aziz)
Assistant Registrar (C&O)



प्रा. मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II)

3 July 2023 / 12 आषाढ़ 1945

Subject: Fee Refund Policy 2023-24

Respected Madam/Sir,

The University Grants Commission receives many representations/complaints from the students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

Students should be allowed a full refund of fees within a specified period to opt for a course they choose.

The Commission has considered the matter in its 570th meeting held on 27 June 2023, and after considering the relevant factors decided, the following fee refund policy for the academic session 2023-24:

- Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admission/migrations of students up to 30 September 2023 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2023.
- For any admission schedule extending/commencing beyond/after 31 October 2023, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-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 HEI
(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 the 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

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It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023 wherein *"delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time"* has been defined as one of the grievances.

The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2023-24 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Any HEI violating the provisions of UGC Fee Refund Policy 2023-24 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

With regards,

Yours sincerely,



(Manish Joshi)

To,

- The Vice-Chancellors of all Universities
- The Principals/Directors of all Colleges / Institutes.