



Founder
Karmaveer Bhausaheb Hiray

Mahatma Gandhi Vidyamandir's
Loknete Vyankatrao Hiray
Arts, Science & Commerce College

Affiliated to S.P.P. Uni., Pune Id. No. PU/NS/ASC/018 [1971]
Website : www.lvhcollege.com e-mail : lvhcollege@gmail.com

Re-Accredited by NAAC with 'W' Grade
Best College Award 2017 (S.P. Pune University)

FEE REFUND POLICY

This is to certify that our college strictly adheres to the rules and regulations prescribed by the University Grants Commission (UGC) regarding the fee refund policy for the academic session 2024-25. The institution is committed to ensuring transparency and fairness in the admission process, including the refund of fees upon cancellation or withdrawal of admissions, as per UGC guidelines.

The UGC has received several representations and complaints from students and parents regarding the non-refund of fees by Higher Education Institutions (HEIs) upon admission cancellation. In response to this issue, the Commission, in its 580th meeting held on May 15, 2024, has established the following fee refund policy for the academic session 2024-25:

1. **Full Refund Policy:** Students will be allowed a full refund of fees within a specified period to provide them with the flexibility to opt for a course of their choice without financial burden.
2. **Compliance Assurance:** Our institution abides by these regulations to safeguard student rights and ensure a fair and transparent admission process.
3. **Timely Refund Process:** The college has established a structured mechanism for processing refunds in accordance with UGC guidelines to prevent any inconvenience to students and their families.

We remain dedicated to upholding the highest standards of educational administration and student welfare. For any grievances related to fee refunds, students may approach the designated authority within the institution for prompt resolution.

For further details, students and parents are encouraged to refer to the official UGC notifications attached herein or contact the college administration.

Dr. B.S. Jagdale
Principal



ज्ञान-विज्ञान विमुक्तये

आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



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) (C-114546)

12th June, 2024 / 22 ज्येष्ठ, 1946

Subject: Fee Refund Policy 2024-25

आदरणीय महोदया/महोदय,

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

2. Students should be allowed a full refund of fees within a specified period to enable them to opt for a course of their choice.

3. The Commission has considered the matter in its 580th meeting held on 15 May 2024, and after considering the relevant factors decided, the following fee refund policy for the academic session 2024-25:

- 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 admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
- It shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
- These guidelines would also be applicable to organizations, consortiums, committees, associations, etc., constituted for the purpose of conducting counselling or processing admissions and collecting fees on behalf of participating HEIs, and the HEI concerned will be responsible for refund fees.
- 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 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

Cont...

- e. This policy will remain in force for subsequent academic sessions until the issuance of a revised policy by the UGC.

4. 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.

5. The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2024-25 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

6. Any HEI violating the provisions of UGC Fee Refund Policy 2024-25 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.

सादर,

भवदीय,



(मनिष जोशी)

सेवा में,

सभी विश्वविद्यालयों के कुलपति।

सभी महाविद्यालयों के प्राचार्य।