



# ST ALOYSIUS

(DEEMED TO BE UNIVERSITY)

MANGALURU 575003 - INDIA

## FEE REFUND POLICY 2025-26

The Executive Council of St. Aloysius Deemed to be University proposes a comprehensive fee refund policy for the academic year 2025-26 to ensure fairness and transparency in the refund process. This policy aligns with the guidelines issued by the University Grants Commission (UGC) and aims to safeguard the interests of the student community while maintaining institutional integrity. The Executive Council has decided to fix **30<sup>th</sup> June 2025** as the formally notified last date for admissions for the academic year 2025-26.

### Full Refund Provisions

For the academic year 2025-26, students who cancel their admission or opt to migrate to another institution **on or before 30<sup>th</sup> June 2025** will be eligible for a **full refund of fees**. However, the refund will be subject to a nominal deduction of **₹1,000** as a processing fee. Similarly, students who withdraw or cancel their admissions **between 1<sup>st</sup> July 2025 and 15<sup>th</sup> July 2025** will also receive a refund with the same processing fee deduction of ₹1,000. This measure ensures that students retain the freedom to explore other opportunities while incurring minimal financial impact.

### Refund Schedule Beyond 15<sup>th</sup> July 2025

For scenarios where admissions are withdrawn after **15<sup>th</sup> July 2025**, the following refund schedule will be implemented:

- **100% Refund:** Students withdrawing **15 days or more before the formally notified last date of admission (30th June 2025)** will receive a full refund of fees.



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- **90% Refund:** If the withdrawal occurs **less than 15 days before the formally notified last date of admission (16<sup>th</sup> to 30<sup>th</sup> June 2025)**, 90% of the fees will be refunded.
- **80% Refund:** Students withdrawing **15 days or less after the formally notified last date of admission (1<sup>st</sup> to 15<sup>th</sup> July 2025)** will be eligible for an 80% refund.
- **50% Refund:** If the withdrawal happens **between 15 days and 30 days after the formally notified last date of admission (16<sup>th</sup> to 30<sup>th</sup> July 2025)**, only 50% of the fees will be refunded.
- **No Refund:** If the withdrawal takes place **beyond 30 days after the formally notified last date of admission (from 31<sup>st</sup> July 2025 onward)**, no refund will be provided.

This structured approach ensures that the refund policy is both student-friendly and aligned with the operational requirements of the University.

### Applicability

The proposed refund policy will apply to all programs and courses offered by St. Aloysius Deemed to be University. Furthermore, it will encompass admissions facilitated through third-party organizations, consortiums, committees, or associations acting on behalf of the University. This comprehensive applicability guarantees uniformity in the implementation of the refund policy across all admission processes.

### Redressal Mechanism

The Executive Council acknowledges the importance of addressing student grievances promptly. Any **delay or denial of refunds** within the specified timelines will be treated as a grievance under the **University Grants Commission (Redressal of Grievances of Students) Regulations, 2023**. The University is committed to resolving such grievances



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promptly, ensuring that all complaints are handled fairly and in accordance with regulatory guidelines.

## Compliance

The fee refund policy will remain in effect for the academic session **2025-26** and subsequent sessions unless revised by the University or the UGC. Non-compliance with this policy will result in **punitive measures** as outlined in the **UGC Notification on Refund of Fees and Non-Retention of Original Certificates (October 2018)**. The Executive Council underscores its commitment to upholding these regulations and maintaining the highest standards of institutional accountability.

## Executive Commitment

The Executive Council reaffirms its commitment to ensuring **transparency, equity, and fairness** in all refund processes. This policy reflects the University's dedication to safeguarding the trust and welfare of its student community, emphasizing its alignment with UGC guidelines.

In conclusion, the proposed fee refund policy for the academic year 2025-26 reflects the values of fairness and student-centric governance. It is designed to provide clarity, minimize financial stress for students, and foster a culture of trust and accountability at St. Aloysius Deemed to be University.

Registrar

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MANGALURU - 575 003 India

