



JSS MAHAVIDYALAYA

JSS COLLEGE FOR WOMEN (AUTONOMOUS)

(An Autonomous College of University of Mysore: Re-Accredited by NAAC at 'A' Grade (CGPA: 3.07)
Saraswathipuram, Mysuru - 570 009

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Fee Refund Policy

Purpose

The purpose of this policy is to outline the procedures and guidelines for refunding fees to students who withdraw from or discontinue their studies at the college.

Scope

This policy applies to all students who have paid fees to the college and subsequently withdraw or discontinue their studies.

Definitions

- "Fees" refers to all tuition and other fees paid by students to the college.
- "Withdrawal" refers to the formal process of leaving a program or course.
- "Discontinuation" refers to the informal process of stopping attendance or participation in a program or course.

Refund Policy

1. Tuition Fees:

Category	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the college
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.

2. Other Fees :

- 100% refund of other fees (e.g. registration, examination, etc.) if withdrawal occurs within 1 week of commencement of classes.
- No refund of other fees if withdrawal occurs after 1 week of commencement of classes.

Refund Procedure

1. Students must submit a formal withdrawal or discontinuation request to the college administration.
2. The college administration will verify the student's eligibility for a refund.
3. The refund will be processed within 15 working days of receipt of the withdrawal or discontinuation request.
4. Refunds will be made in the same mode as the original payment (e.g. cash, bank transfer, etc.).

Fee Concession

10 % Fee concession is provided for select meritorious students belonging to backward communities/ economically weaker sections/ major achievements in sports and culture. 25% fee concession is provided to the meritorious student who studied PUC in the same institution.

Exceptions


1. The college reserves the right to modify or waive the refund policy in exceptional circumstances, such as natural disasters, medical emergencies, etc.
2. The college may deduct any outstanding fees, fines, or penalties from the refund amount.

Review and Revision

This policy will be reviewed and revised as necessary, and any changes will be communicated to students and staff.

Approval

The policy will be approved by the college management and will be effective for that academic year.


Principal
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