



NOTIFICATION

Pursuant to the approval of Competent Authority the **Refund Policy of the Institute fee** in respect to the newly students (UG & PG Level) registered at NIT Hamirpur H.P. is hereby notified for information and necessary action of all concerned:-

Refund Policy of the Institute

Based on the guidelines circulated vide Letter D.O. No. 1-3/2007(CPP-II) dated 6th December, 2016, UGC (MHRD, Govt. of India)

If a student chooses to withdraw from the program of study in which he/she is enrolled, the institution (NIT Hamirpur) will follow the following four-tier system for the refund of fees paid by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to the Institution
(1)	100%	03 days before the formally-notified last date of Registration in the Institute
(2)	80%	Not more than 07 days after the formally- notified last date of Registration.
(3)	50%	More than 07 days but less than 15 days after formally-notified last date of Registration.
(4)	00%	More than 15 days after formally-notified last date of Registration

*(Inclusive of tuition fees and non-tuition fees but exclusive of caution money and security deposit)

Notes:

- (i) In case of Sr. No. (1) in the table above, the institution shall deduct an amount (Rs. 1000/-) as processing charges from the refundable amount.
- (ii) Fees shall be refunded by the institute to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.

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- (iii) Candidate has to write application for the refund to Dean (Academic), NIT Hamirpur, with photocopy of admission letter/registration letter and bank draft/e-receipt. Communication through E-mail will not be entertained.
- (iv) Date of receipt of application will be valid for calculation of refund.
- (v) Please provide following details also in the application for e-transfer of refunded amount:

NAME:

COMPLETE BANK ACCOUNT No:

BANK NAME:

BANK BRANCH ADDRESS:

BANK IFS CODE:

PERMANENT ACCOUNT NUMBER (PAN):

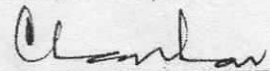
CONTACT NUMBER:

E-MAIL ID (For Information):

- (vi) If a candidate is admitted in the institute, he/she shall enclose **No Dues Certificate** also with the application.
- (vii) Original documents will be returned only after completion of all formalities.
- (viii) Separate application is required for refund of hostel fee/mess fee. Please refer hostel rules.

NOTE:

- i. In case of natural or accidental death and major casualties of the student, the refund rules/clauses shall be applicable to the extent as given above.
- ii. Refund rules in respect of UG/PG will be as per the guidelines of the CSAB/CCMT/CCMN before their registration at NIT Hamirpur.
- iii. The above rules are applicable for entry level admissions in UG/PG.


SECRETARY SENATE
NIT, Hamirpur [HP]

Dated: 14-8-2017

No. NIT/HMR/Acad/2017/ 5330-70

Copy to:-

- 1 PS to Director, NIT Hamirpur H.P. for information of the Director-cum-Chairman Senate please.
- 2 Secretary to Registrar for information of the Registrar please.
- 3 All the Deans/Head of Departments/Centers, NIT, Hamirpur for information and necessary action, any please.
- 4 The Chairman, SPGC/SUGC for information and necessary action please.
- 5 The Dy. Registrar (Accounts / Dy. Registrar (Admn.) & Chief Warden (Hostels), NIT Hamirpur for information and necessary action please.
- 6 Assistant Registrar (Academic), NIT Hamirpur H.P. for information and necessary action, if any please.
- 7 Coordinator Institute website for displaying the same in the Institute website.
- 8 Concerned Dealing Assistant for information and necessary action.

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18/08/17