

**10.1 ADJUSTMENT OF FEE**

If a candidate after having deposited fee for admission in one course joins another course in another Teaching Dept./Institute in the same session, as mentioned below, and is permitted to withdraw his/her candidature, fee/funds except admission fee already deposited by him/her for the course from which he/she has withdrawn, shall be adjusted/refunded against the fee/funds of the course he/she joins subject to the condition that the difference, if any, shall be paid by the candidate:

- (i) from a general course to another general course;
- (ii) from a general course to a self-financing course or vice-versa.
- (iii) from a self-financing course to another self-financing course.

**Application for adjustment of fee is as per Annexure-XV.**

**10.2 REFUND OF FEE**

If a candidate withdraws from the course/programme in which he/she was admitted in the University Teaching Departments/Institutes/Colleges affiliated/maintained by the Kurukshetra University, Kurukshetra, the fee to the candidate will be refunded as per following rules:

SN	Point of time when application of refund of fee is served	#Percentage of Refund of aggregate fee	Remarks
1	On or before the formally-notified* last date of admission.	90%	10% of the aggregate fees will be deducted as processing charges from the refundable amount as per the clause 4.2.4 of the UGC Notification dated December, 2016.
2	Not more than 15 days after the formally-notified* last date of admission.	80%	20% of the aggregate fee will be deducted from the aggregate fee.
3	More than 15 days but not more than 30 days after the formally-notified* last date of admission.	50%	50% of the aggregate fee will be deducted from the aggregate fee.
4	More than 30 days after the formally-notified* last date of admission.	00%	No fee will be refunded.

**\* Formally-notified last date of admission is the date of display of the Final List in that program.**

**#inclusive of course fee and non-tuition fee but exclusive of caution money and security deposit.**

**Note1 :**

- (a) In case of demise of a candidate during the period as per point no. 1, 2 and 3 above, the application of withdrawal of admission and refund of fee is to be submitted by the parents/guardian of the candidate and the fee will be refunded without any deductions.
- (b) Fee will be refunded to the eligible candidate who are covered the above criteria given at Sr. No. 1 to 4 within 30 working days from the date of closure of admission of that academic session.
- (c) In the courses, which are also governed by AICTE rules, refund of fee will be as per AICTE academic calendar 2024-25.
- (d) Application for withdrawal of admission and refund of fee is as per **Annexure-XIV**.

**Note 2:**

**However, the UGC guidelines, issued from time to time in this regard, will be followed by the University.**

