



GOUTHAMI

INSTITUTE OF TECHNOLOGY AND MANAGEMENT FOR WOMEN

Approved by AICTE New Delhi,
Affiliated to JNTU Anantapur & SBTET, Vijayawada
Sai Nagar, Peddasetty Palli (VI), Proddatur, Y.S.R Kadapa(Dist), A.P-516360 Cell :9491431101
E-mail : Principal.8u@jntua.ac.in gtmw@gitamw.ac.in Website : gitamw.ac.in

FEE REFUND POLICY

Directorate of Admission - UGC Guidelines on Fee Refund Policy 2024-25 - Implemented subject - Orders issued.

Ref.: 1. UGC Official Letter-D.O. No.F.2-7 1t2022 (CPP-II) (c-1 14s46) dated 12th June, 2024 received from UGC.

ORDER

As per paper reference (1) cited above, UGC has issued guidelines regarding the refund of fees on cancellation of admission/migration of students, for the academic session 2024-25.

It is directed that a full refund of fees shall be made by Higher Education Institutions on account of all cancellation of admission/migration of students up to **30th September 2024** and with a deduction of not more than Rs.1,000/-, as a processing fee, up to **31st October 2024**.

It is further directed that for any admission schedule extending/commencing beyond/ after 31st 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, which is as shown below:

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.

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



M. Suresh

PRINCIPAL
Gouthami Institute of Technology and
Management for Women,
Peddasetty Palli (VI),
Proddatur, Y.S.R. Kadapa (Dist),
A.P. 516360.