



ST. IGNATIUS COLLEGE OF EDUCATION

(AUTONOMOUS)

Accredited by NAAC at Grade A+ with CGPA 3.42 (Third Cycle)

Palayamkottai, Tirunelveli - 627 002

Tamilnadu

Phone No : 0462 - 2560558

Email Id : ignatiuscollege2021@gmail.com

FEE REFUND POLICY

Date :

In accordance with the UGC Guidelines our Institution follows the UGC Fee Refund Policy.

A full refund of fees will be done by the Institution on account of all cancellations of Admissions/Migrations of students up to 30 September 2024 and with a deduction of not more than Rs.1,000 as a processing fee up to 31 October 2024.

For the admissions after 31 October 2024, in accordance with the UGC Guidelines our Institution follows the following UGC Fee Refund Policy:

Category	Percentage of Refund of fees	Point of time when notice of withdrawal of admission in St.Ignatius College of Education, (Autonomous), Palayamkottai.
(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.

Sr. A. Sathya Narayanan

PRINCIPAL

ST IGNATIUS COLLEGE OF EDUCATION

(AUTONOMOUS)

PALAYAMKOTTAI - 627 002



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்

TAMILNADU TEACHERS EDUCATION UNIVERSITY

(With UGC 2(f) & 12(B) status and NAAC Accredited with 'A' grade in 1st cycle)

(Established under Tamil Nadu Act 33 of 2008)

Gangai Amman Kovil Street, Karapakkam, Chennai – 600 097

E-mail: registrar@tnteu.ac.in Website: www.tnteu.ac.in

No. TNTEU/Admin/2024/01175

Date: 20.08.2024

Dr.N.Ramakrishnan, Ph.D.,
Registrar i/c

To

The Principals of Affiliated Colleges of Education,

Sir/Madam,

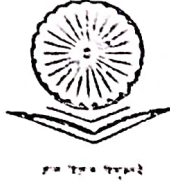
Sub: TNTEU – Affiliated Colleges – Significant measures launched by
the UGC - Fee Refund Policy – Reg.

Ref: Letter received in the mail on 09.08.2024 from Governor's
Secretariat, Raj Bhavan, Tamil Nadu.

As per the reference cited above, it is informed that Fee Refund Policy
2024-2025 details by UGC are enclosed herewith.


Registrar i/c

Enclosure: Fee Refund Policy 2024-2025 by UGC



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission
विश्वविद्यालय अनुदान आयोग
Ministry of Education, Government of India

D.O. No.F.2-71/2022 (CPP-II) (C-114546)

12th June, 2024 / 22 जून, 1946

Subject: Fee Refund Policy 2024-25

आदरणीय महोदया/महोदय,

The University Grants Commission receives many representations/complaints from students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

2. Students should be allowed a full refund of fees within a specified period to enable them to opt for a course of their choice.
3. The Commission has considered the matter in its 560th meeting held on 15 May 2024, and after considering the relevant factors decided, the following fee refund policy for the academic session 2024-25:

- a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
- b. It shall apply to all higher education institutions whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
- c. These guidelines would also be applicable to organizations, consortiums, committees, associations, etc., constituted for the purpose of conducting counselling or processing admissions and collecting fees on behalf of participating HEIs and the HEI concerned will be responsible for refund fees.
- d. For any admission schedule extending/commencing beyond after 31 October 2024, the provisions contained in the UGC Notification issued in October 2013 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

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

Copy

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

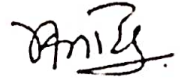
4 It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023, wherein *"delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time"* has been defined as one of the grievances

5 The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2024-25 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

6 Any HEI violating the provisions of UGC Fee Refund Policy 2024-25 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

सादर,

भवदीय,



(मनिष जोशी)

सेवा में,

सभी विश्वविद्यालयों के कुलपति।

सभी महाविद्यालयों के प्राचार्य।