

**CHRIST (Deemed to be University) Online Programmes Admission (Cancellation & Refund)
Amendment Regulation 2019**

Policy:

CHRIST will consider any request for cancellation of admission / withdrawal from studies if such request is made in accordance with the prescribed Regulations. The Regulations will include procedure for cancellation/withdrawal as well as the rules for refund.

Regulation:

1. This Regulation will form part of Admission Regulations of the University and lays down the procedure for cancellation of admission and for refund of fee paid. The Regulation is based on UGC Guidelines in this regard as contained in University Grants Commission (Online Courses or Programmes) Regulations, 2020.
2. Any student admitted to any of the Courses offered by the University may apply for cancellation of his/her admission and/or for withdrawal from studies at any time during the academic year of admission or later.
3. Application for cancellation of admission/withdrawal may be made either by presenting an application in person by the student or his/her authorised representative or by applying online in the University Website. No other mode of application shall be acceptable.
4. Refund may be considered only in respect of Academic Course Fee. No refund shall be allowed in respect of Application Fee and Admission Registration Fee.
5. Admissions to all courses will officially close 15 days prior to the commencement of classes and the said date of closure of admission shall be the notified date forming the basis for considering the amount of refund.
6. If a student after joining for the Course leaves it in mid-session, the entire fees collected shall be forfeited.
7. Student seeking cancellation of admission shall be eligible for refund of Academic Fee at the specified rates as detailed in the table herein below which are based on the date of submission of application for cancellation with reference to the notified last date of admission.
8. Refund of Academic Course Fee with reference to 'Last date for Admission' (as per the announced dates for different Courses) shall be as under:

Application	Last Date for Admission (15 days prior to commencement of classes)				
	15 days or more Prior to	Less than 15 days Prior to	15 days or less after	30 days or less but more than 15 days after	Beyond 30 days after
Deduction	Lower of Rs.5000 OR 5% of Course fee	10% of Course fee	20% of Course fee	50% of Course fee	100% of Course fee
Refund	100%	90%	80%	50%	0%

9. All refunds shall be only to the bank account of the student/parent as per the NEFT details furnished and shall be made within 15 working days from the date of approval of the cancellation/withdrawal.
10. Reason/s for cancellation of admission/withdrawal will never be a factor of consideration for determining the amount of refund though the Vice Chancellor may at his discretion approve refund for higher amounts depending on circumstances leading to such cancellation/withdrawal.
11. Any Court Proceeding relating to Refund of Fee irrespective of the domicile of the student shall be only in the City of Bangalore.