



**CHARUSAT**<sup>®</sup>  
CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY

# **Fee Refund Policy for the Academic Year 2026-27**

## **Refund Policy (AY-2026-27)**

The Fee Refund Policy for the Academic Year 2026–27 is formulated in accordance with the guidelines issued by the University Grants Commission (UGC)/AICTE/ACPC, or any other regulatory authorities.

The following rules shall apply to all withdrawal/cancellation requests for admissions for AY 2026–27.

### **Refund Structure and Timeline:**

<b>S.N.</b>	<b>Deduction of fees</b>	<b>Time of Cancellation</b>
1	Rs. 1,000/-	Before the commencement of classes
2	Rs. 5,000/-	Within 30 days of the commencement of classes
3	Rs. 10,000/-	After 30 days of commencement of classes, but before commencement of the first Internal Exam
4	No refund	After the commencement of the first Internal Exam of the Institute

**Note:** Refunds will be processed within **14 working days** from the date of approval.

### **Procedure:**

- A student who has been admitted or provisionally admitted to any program for the first semester may apply for withdrawal/cancellation of admission. The application must be submitted on the prescribed CHARUSAT APPLICATION CANCELLATION FORM and duly signed by both the student and their parent/guardian, and submitted to the Constituent Institute of CHARUSAT.
- The effective date of cancellation shall be the date on which the duly signed written application (by both student and parent/guardian) is received by the University.
- Upon receipt of the application, and subject to verification and approval by the Competent Authority, the application will be forwarded to the Accounts Department. The Accounts Department shall proceed with the refund process in accordance with the University's refund guidelines.
- The refund shall be processed by the Accounts Department via online mode/bank transfer after verification of all necessary documents.
- In case of students admitted through ACPC/ACPMC, the guidelines of the respective bodies shall be followed.

### **Important Note:**

- The date of the respective programme's commencement shall be as notified on the University Website in accordance with the guidelines issued by the University Grants Commission (UGC) and/or the respective statutory bodies (such as the Admission Committee for Professional Courses, Admission Committee for Professional Medical Courses, All India Council for Technical Education, Pharmacy Council of India, etc.).
- In case a student's admission is cancelled due to disciplinary action, violation of Anti-Ragging Regulations, breach of University Rules and Regulations, or involvement in substance abuse, **no portion of the academic or other fees shall be refunded.**
- The processing fee covering administrative charges, counselling, document verification, and ERP system setup (e-Governance) shall be **non-refundable** once registration is completed in accordance with the University Grants Commission (UGC) guidelines.
- No interest shall be payable on any fee refunded by the University, irrespective of the time taken for processing the refund.
- If, after registration, a student fails to submit proof of minimum educational qualification within the stipulated timeline (as notified by the University), or if a discrepancy is found between the details in the application form and the original documents, the admission of the student shall be cancelled. All academic and other fees paid shall be forfeited.
- In case a provisionally admitted candidate fails to meet the minimum eligibility after re-examination/final exam result and **applies for cancellation within 7 working days of result declaration**, the University shall refund the fees paid towards provisional admission (except non-refundable charges).
- In case a provisionally admitted candidate fails to meet the minimum eligibility requirements after the re-examination or final exam results, and does not report to the University immediately upon result declaration, the University reserves the right to cancel the provisional admission at any stage during the program, or even after the program's completion, once the ineligibility is detected. In such cases, all fees paid will be forfeited. The provisionally admitted candidate shall be solely responsible for any failure to report promptly.
- In case of any dispute related to the refund of fees, cancellation of admission, or any other related matter, the decision of the Competent Authority of the University shall be final.
- Any legal disputes will be subject to the jurisdiction of the Anand District.



**Dr Binit Patel**  
**Registrar**