डा0 ए0पी0जे0 अब्दुल कलाम प्राविधिक विश्वविद्यालय, उत्तर प्रदेश
DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY

सेक्टर–11, जानकीपुरम विस्तार योजना, लखनऊ–226031

पत्रांकः ए0के0टी0यू0/अधि0 छात्र0 क0/2026/ 1233 दिनांकः 13–11– 2026

सेवा में,

निदेशक/प्राचार्य,
डा0ए0पी0जे0 अब्दुल कलाम प्राविधिक विश्वविद्यालय
से सम्बद्ध समस्त संस्थान।

विषयः–दैनिक समाचार पत्र "नवभारत टाइम्स" लखनऊ के दिनांक 20.10.2026 के अंक में प्रकाशित खबर "फीस दबाए बैठे विश्वविद्यालय, UGC ने राज्यपाल को लिखा" से संबंधित कार्यवाही किये जाने के संबंध में।

महोदय/महोदया,

कृपया उपर्युक्त विषयक विशेष कार्याधिकारी, श्री राज्यपाल (अपर मुख्य सचिव स्तर) सचिवालय, उ0प्र0 लखनऊ के पत्र संख्याः ई–7147/32–जी.एस./2026–XV दिनांक 24 अक्टूबर, 2026 एवं उसके साथ संलग्न दैनिक समाचार पत्र "नवभारत टाइम्स" लखनऊ के दिनांक 20.10.2026 के अंक में प्रकाशित खबर "फीस दबाए बैठे विश्वविद्यालय, UGC ने राज्यपाल को लिखा" तथा विश्वविद्यालय अनुदान आयोग, नई दिल्ली के पत्र संख्याः D.O.No.1-3/2025(CDB/Fee Nivaran Cell) दिनांक 07 अक्टूबर, 2026 का संदर्भ ग्रहण करने का कष्ट करें। **(पत्र संलग्न)**

अतः उक्त के संदर्भ में मुझे यह कहने का निदेश हुआ है कि जनभवन, लखनऊ द्वारा उपर्युक्त पत्र में उल्लिखित बिन्दुओं तथा विश्वविद्यालय अनुदान आयोग, नई दिल्ली के पत्र में वर्णित समय–समय पर दिये गये दिशा–निर्देशों के अनुपालन में प्राथमिकता के आधार पर आवश्यक कार्यवाही करते हुए कृत कार्यवाही की सूचना विश्वविद्यालय को अविलम्ब उपलब्ध कराने का कष्ट करें। इस संदर्भ में यदि उक्त निर्देशों का अनुपालन नही किया जाता है, तो ऐसी स्थिति में संबंधित संस्थान के प्रति नियमानुसार कार्यवाही की बाध्यता होगी, जिसका सम्पूर्ण उत्तरदायित्व संस्थान का होगा। विश्वविद्यालय अनुदान आयोग, नई दिल्ली द्वारा वर्तमान शुल्क वापसी नीति आगामी शैक्षणिक सत्रों के लिए भी तब तक प्रभावी रहेगी, जब तक कि UGC द्वारा कोई नई नीति जारी नही की जाती।

संलग्नकः यथोक्त।

भवदीय

AE 12/11/26.

(अर्चना गहरवार)
कुलसचिव

प्रतिलिपिः निम्न को सूचनार्थ प्रेषित।

1. निजी सचिव, विशेष कार्याधिकारी, श्री राज्यपाल (अपर मुख्य सचिव स्तर) सचिवालय, उ0प्र0 लखनऊ के पत्र संख्याः ई–7147/32–जी.एस./2026–XV दिनांक 24 अक्टूबर, 2026 के संदर्भ में।
2. सचिव, विश्वविद्यालय अनुदान आयोग, बहादुर शाह जफर मार्ग, नई दिल्ली के पत्र संख्याः D.O.No.1-3/2025(CDB/Fee Nivaran Cell) दिनांक 07 अक्टूबर, 2026 के संदर्भ में।
3. प्रति कुलपति/वित्त अधिकारी/परीक्षा नियंत्रक, ए0के0टी0यू0, लखनऊ।
4. समस्त अधिष्ठाता/जन सम्पर्क अधिकारी, ए0के0टी0यू0, लखनऊ।
5. स्टाफ आफिसर, कुलपति कार्यालय, ए0के0टी0यू0, लखनऊ।

(अर्चना गहरवार)
कुलसचिव

ई–मेल

राज्यपाल सचिवालय, उत्तर प्रदेश,
लखनऊ–226027

संख्याः ई–7147/32–जी.एस./2026–XV
दिनांकः २५ अक्टूबर, 2026

Registrar
27/10/26

प्रेषक,

विशेष कार्याधिकारी, श्री राज्यपाल
(अपर मुख्य सचिव स्तर), उत्तर प्रदेश।

सेवा में,

कुलपति/निदेशक,
समस्त राज्य विश्वविद्यालय/संस्थान,
उत्तर प्रदेश।

महोदय/महोदया,

कृपया दैनिक समाचार पत्र "नवभारत टाइम्स, लखनऊ" के दिनांक 20.10.2026 के अंक में प्रकाशित खबर "फीस दबाए बैठे विश्वविद्यालय, UGC ने राज्यपाल को लिखा" का अवलोकन करने का कष्ट करें।(छायाप्रति : संलग्न)

2. आप अवगत हैं कि विश्वविद्यालय अनुदान आयोग (UGC), नई दिल्ली द्वारा समय–समय पर (दिसंबर 2020, जुलाई 2021, अगस्त 2022, जुलाई 2023, फरवरी 2024 एवं जून 2024) उच्च शिक्षण संस्थानों में प्रवेश रद्द कराने अथवा माइग्रेशन करने वाले विद्यार्थियों की फीस वापसी हेतु स्पष्ट नीति एवं दिशा–निर्देश जारी किए गए हैं।

2.1 इस सम्बन्ध में आयोग एवं कुलाधिपति कार्यालय के संज्ञान में यह गंभीर विषय आया है कि राज्य के कई विश्वविद्यालय (सरकारी एवं निजी दोनों) द्वारा प्रवेश रद्द कराने वाले छात्रों की फीस वापसी के निर्देशों का कड़ाई से अनुपालन नहीं किया जा रहा है। U.G.C. द्वारा बार–बार अनुस्मारक भेजने तथा शिकायतों को प्रेषित करने के उपरांत भी अनेक प्रकरणों में पूरी रकम अथवा आंशिक रकम बकाया रखी गई है, जो कि अत्यंत खेदजनक है।

2.2 विश्वविद्यालयों में छात्रों द्वारा प्रवेश रद्द कराने के सम्बन्ध में U.G.C. की फीस रिफंड नीति के अनुसार प्रमुख प्रावधान निम्नवत हैं:

i. पूर्ण वापसी (100% Refund): प्रवेश की अंतिम तिथि से 15 दिन या उससे पूर्व प्रवेश रद्द करने/माइग्रेशन पर 100% फीस वापस की जाएगी।
ii. कटौती सीमा: 31 अक्टूबर तक प्रवेश वापस लेने पर प्रोसेसिंग शुल्क के रूप में अधिकतम ₹1,000/– की ही कटौती की जा सकती है।
iii. आंशिक वापसी:

- प्रवेश की घोषित अंतिम तिथि के 15 दिन से कम समय पूर्व प्रवेश रद्द करने पर 90% फीस वापसी।
- घोषित अंतिम तिथि के 15 दिन बाद तक 80% फीस वापसी।
- घोषित अंतिम तिथि के 15 से 30 दिन के भीतर 50% फीस वापसी।

1961
28/10/26

ean (S.W)

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Peg
28.10.26

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Sh. Vishal
31/10/2026

iv. 30 दिन से अधिक प्रवेश की अंतिम तिथि के 30 दिन से अधिक समय बीत जाने के बाद नाम वापस लेने पर कोई फीस वापसी देय नहीं होगी।

3. नियमों की इस अनदेखी से न केवल छात्रों एवं उनके अभिभावकों को मानसिक एवं आर्थिक परेशानी का सामना करना पड़ता है, बल्कि उच्च शिक्षा व्यवस्था की विश्वसनीयता एवं छवि पर भी प्रतिकूल प्रभाव पड़ता है। U.G.C. ने नियमों का उल्लंघन करने वाले संस्थानों के विरुद्ध दंडात्मक कार्यवाही किये जाने का प्रावधान किया है।

4. अतएव उपर्युक्त के क्रम में मुझे आपसे यह कहने का निदेश हुआ है कि U.G.C. द्वारा निर्धारित 'फीस रिफंड पॉलिसी' का अपने विश्वविद्यालय तथा सम्बद्ध महाविद्यालयों/संस्थानों में अक्षरशः एवं कड़ाई से अनुपालन कराने के साथ ही विश्वविद्यालय स्तर पर लंबित सभी फीस वापसी प्रकरणों/शिकायतों की तत्काल समीक्षा कर पात्र विद्यार्थियों की बकाया राशि का भुगतान यथाशीघ्र कराने/कराते हुए कृत कार्यवाही की आख्या U.G.C. एवं इस सचिवालय को उपलब्ध कराने का कष्ट करें।

संलग्नकःयथोपरि।

भवदीय,

(डॉ. सुधीर एम. बोबडे)
भा.प्र.से.(से.नि.)
विशेष कार्याधिकारी, श्री राज्यपाल
(अपर मुख्य सचिव स्तर)
उत्तर प्रदेश।

उत्तर प्रदेश
7447
24/11/24

सूचना एवं जनसम्पर्क विभाग (निरीक्षा प्रभाग) उत्तर प्रदेश, लखनऊ

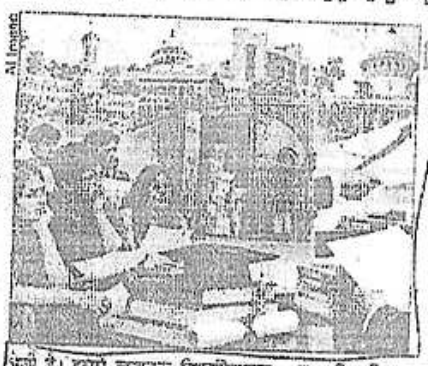
समाचार पत्र का नाम हिन्दुस्तान दिनांक 25/11/24

फीस दबाए बैठे विश्वविद्यालय, UGC ने राज्यपाल को लिखा

NBT रिपोर्ट, लखनऊ

यूपी के केंद्रीय, राज्य एवं सरकारी विश्वविद्यालय अपना दाखिला रद्द करवाने वाले छात्रों की फीस दबा कर बैठे हुए हैं। इन मामलों में लगातार फीस वापसी के निर्देशों को अनसुना करने के बाद विश्वविद्यालय अनुदान आयोग (यूजीसी) ने सख्त रुख अपनाया है। आयोग ने राज्यपाल कार्यालय से हस्तक्षेप कर फीस रिफंड पॉलिसी का कड़ाई से पालन करवाने का अनुरोध किया है। यूजीसी ने जनभवन को भेजे पत्र में कहा है कि बार बार निर्देश देने, छात्रों की शिकायती संबंधित संस्थानों को भेजने और फोन पर फॉलोअप के बावजूद कई संस्थान फीस वापसी के निर्देशों का पालन नहीं कर रहे हैं।

यूजीसी ने छात्रों के नाम और विश्वविद्यालयों की सूची भी जनभवन को भेजी है। इसमें लखनऊ विश्वविद्यालय, डॉ.एपीजे अब्दुल कलाम प्राविधिक विश्वविद्यालय (एकेटीयू), बाबासाहेब भीमराव आंबेडकर विश्वविद्यालय, इलाहाबाद विश्वविद्यालय, छत्रपति शाहूजी महाराज कानपुर विश्वविद्यालय, रुहेलखंड विश्वविद्यालय सहित कई सरकारी और न विश्वविद्यालय शामिल हैं। लखनऊ से डॉ. राम मनोहर लोहिया राष्ट्रीय विधि विश्वविद्यालय, खवाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, एमिटी विश्वविद्यालय और बाबू बनारसी दास विश्वविद्यालय से जुड़े प्रकरण भी शामिल हैं। सूची में प्रत्येक मामले के साथ छात्र ने जमा फीस, संस्थान की ओर से वापस की गई धनराशि और बाकी रकम का विवरण भी दिया गया है। कई मामलों में पूरी फीस वापस दिखाई गई है, जबकि कुछ में आंशिक रकम लौटाने के बाद भी फीस का कुछ हिस्सा बकाया है।



सरकारी, निजी दोनों ही विवि की शिकायतें, नियम के बावजूद विद्यार्थियों की फीस वापस नहीं कर रहे

नियमों के प्रति आगाह करें : यूजीसी का कहना है कि आयोग दिसंबर 2020 से फीस वापसी को लेकर लगातार निर्देश जारी कर रहा है। इसके बाद जुलाई 2021, अगस्त 2022, जुलाई 2023, फरवरी 2024 और जून 2024 में भी विशेष निर्देश जारी किए गए। शिकायतें संबंधित संस्थानों को भेजने और जवाबों के बावजूद अपेक्षित नतीजे नहीं मिले। आयोग ने कहा है कि नियमों की अनदेखी से न केवल छात्रों को परेशानी होती है, बल्कि उच्च शिक्षा व्यवस्था की विश्वसनीयता भी प्रभावित होती है। यूजीसी ने राज्यपाल कार्यालय से संबंधित संस्थानों को नियमों के उल्लंघन के खिलाफ आगाह करने को कहा है। साथ ही यह निर्देश दे कि फीस रिफंड नीति का उल्लंघन करने वाले उच्च शिक्षण संस्थानों के खिलाफ कठोरात्मक कार्रवाई का भी प्रावधान हो।

यूजीसी के निर्देश

- 30 सितंबर 2024 तक प्रवेश रद्द करवाने या दूसरे संस्थान में माइग्रेशन पर 100% फीस वापस।
- 31 अक्टूबर 2024 तक प्रवेश खारिज होने पर अधिकतम 1000 रुपए कटौती।
- प्रवेश की अंतिम घोषित तारीख से 15 दिन या उससे पहले नाम वापस लेने पर 100% फीस वापसी का प्रावधान है।
- अंतिम तारीख के 15 से 30 दिन के बीच सत्र छोड़ने पर 50% फीस वापसी।
- अंतिम तारीख के 30 दिन बाद आंशिक राशि लौटाने पर कोई फीस वापस नहीं।

इन विश्वविद्यालयों की भेजी शिकायतें : लखनऊ विश्वविद्यालय, डा. एपीजे अब्दुल कलाम प्राविधिक विश्वविद्यालय, बाबासाहेब भीमराव अंबेडकर विश्वविद्यालय, मौलाना बुद्धे विश्वविद्यालय, इलाहाबाद विश्वविद्यालय, महात्मा गांधी विश्वविद्यालय, छत्रपति शाहूजी महाराज कानपुर विश्वविद्यालय, रुहेलखंड विश्वविद्यालय, बुंदेलखंड विश्वविद्यालय, चौधरी चरण सिंह विश्वविद्यालय, गोरखपुर विश्वविद्यालय, सम्पूर्णानंद संस्कृत विश्वविद्यालय, बाबू बनारसी दास विश्वविद्यालय, महात्मा ज्योतिबा फुले रोहिलखंड विश्वविद्यालय, प्रौद्योगिकी विश्वविद्यालय, उत्तरप्रदेश पं.दीनदयाल उपाध्याय गोरखपुर विश्वविद्यालय, डॉ. राम मनोहर लोहिया राष्ट्रीय विधि विश्वविद्यालय, ख्वाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, भदंत विशिष्ठ शाक्यपुत्र बौद्धशास्त्र विश्वविद्यालय।

ज्ञान-विज्ञान विमुक्तये

प्रो. श्यामा रथ
सचिव

Prof. Shyama Rath
Secretary

आज़ादी का अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O.No.1-3/2025(CDB/Fee Nivaran Cell) 15 आश्विन, 1948 / 7th October, 2026

Subject: Request for Intervention on Non-Compliance with UGC Fee Refund Policy

माननीय महोदया/महोदय,

In continuation of our earlier office letter of even number dated 3rd July, 2025, I again respectfully seek to draw your kind attention to the persistent non-compliance by certain Higher Educational Institutions (HEIs) with the University Grants Commission (UGC) Fee Refund Guidelines. These guidelines were formulated to safeguard students' interests and ensure fairness in the admission process.

The UGC has issued multiple circulars and notifications dated 17th December 2020, July 2021, 2nd August 2022, 3rd July 2023, 9th February 2024, and 12th June 2024 (Annexure-I), mandating the timely refund of fees to the students who have cancelled their admissions within the stipulated period. Furthermore, student-specific details are attached as (*Annexure-II*). Despite these clear instructions, numerous complaints regarding non-refund of fees remain unresolved.

The Commission has made considerable efforts to ensure compliance, including forwarding student grievances to the concerned institutions and convening consultative meetings. However, these measures have not yielded the desired results, as the institutions continue to disregard the guidelines. Such violations not only infringe upon students' rights but also erode the integrity and credibility of the higher education system.

Despite repeated written communications and telephonic follow-ups with the concerned universities and their affiliated colleges, several institutions continue to disregard the UGC directives, thereby causing undue hardship to students. A detailed list of such institutions is enclosed as (*Annexure-III*).

In light of the above, I humbly request the intervention of the Hon'ble Governor's office to ensure strict enforcement of the UGC Fee Refund Policy. A directive from Your Excellency cautioning these institutions against further violations would be crucial in safeguarding the interests of the student community and upholding the principles of justice and accountability in higher education.

I remain grateful for your kind attention to this matter.

सादर,

Registrar

1461
17/10/26

भवदीया,

श्यामा रथ

(श्यामा रथ)

17/10/26

Dean(S.W)
Ale
Reg
21.10.26

संलग्नक: उपरोक्तानुसार

All Principal Secretary to the Hon'ble Governor to States & UTs (As per list attached)

Copy to:-

1. Secretary Higher Education to States & UTs (As per list attached)

ADSwl Vishal
22/10/2026

12369

श्यामा रथ

(श्यामा रथ)

बहादुरशाह जफ़र मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष (Ph.): 011-23236288/23239337 | सम्पर्क सूत्र (ई-मेल) (E-mail) : secy.ugc@nic.in

Annexure - I

प्रो. रजनीश जैन
सचिव
Prof. Rajnish Jain
Secretary

विश्वविद्यालय अनुदान आयोग
University Grants Commission
शिक्षा मंत्रालय, भारत सरकार
(Ministry of Education, Govt. of India)
बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002
Ph.: 011-23236288/23239337
Fax: 011-2323 8858
E-mail: secy.ugc@nic.in

No. F. 14-17/2020(CPP-II)

17th December, 2020

Respected Madam/Sir,

Your kind attention is invited to the UGC Guidelines on Academic Calendar for the First Year of Under-Graduate and Post-Graduate Students of the Universities for the Session 2020-21 in View of COVID-19 Pandemic which provide that:

"In order to avoid financial hardship being faced by the parents due to lockdown and related factors, full refund of fees be made on account of all cancellation of admissions/ migration of students, up to 30.11.2020, for this very session as a special case. To be crystal clear, the entire fees including all charges be refunded in totality (Zero Cancellation charges) on account of cancellation/ migration up to 30.11.2020. Thereafter, an cancellation/ withdrawal of admissions up to 31.12.2020, the entire fee collected from a student be refunded in full after deduction of not more than Rs.1000/- as processing fee."

The guidelines are available on UGC website https://www.ugc.ac.in/pdfnews/3019575_Guideline.pdf

The Commission has been receiving several references in the form of RTI applications/ complaints/ public grievances/ court cases in respect of non refund of fee by the universities/ institution in violation of the UGC Guidelines. The Commission has taken a very serious view of such complaints. Most of these complaints have come from the students who have taken admission in private or self financing universities and deemed to be universities and later opted out for one or the other reasons.

It is reiterated that the UGC guidelines are to be followed mandatorily by all the universities in letter and spirit. Any institution/ university found to be violating the guidelines and refusing to refund the fee by giving its own interpretation of the guidelines shall be liable for punitive actions as notified in clause 5 of the UGC notification refund of fees and non-retention of original certificate issued in October 2018 (https://www.ugc.ac.in/pdfnews/5437737_UGC-Notice-reg-Fees-refund-Eng.pdf.)

You are once again requested to ensure the compliance of the UGC directions in respect of refund of fee in accordance with the UGC Guidelines on Academic Calendar for the First Year of Under-Graduate and Post-Graduate Students of the Universities for the Session 2020-21 in view of COVID-19 Pandemic.

With kind regards,

Yours sincerely,

(Rajnish Jain)

The Vice-Chancellors of All Universities

UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic



University Grants Commission
Bahadur Shah Zafar Marg
New Delhi

July, 2021

UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic – July, 2021

I. Introduction

Keeping in view the prevailing situation due to the COVID-19 pandemic; the order of the Hon'ble Supreme Court of India regarding the cancellation of School Board examinations for class/grade-XII; the earlier order of the Hon'ble Supreme Court upholding the UGC's guidelines of July 6, 2020 regarding terminal semester/ final year examinations; the earlier UGC guidelines on examination and academic calendar dated April 29, 2020, July 6, 2020 and September 24, 2020; and, the larger interest of students, the following guidelines are being issued by the UGC in respect of examinations and the academic calendar for universities, colleges and institutions deemed to be universities (who are collectively called "**Higher Education Institutions**" in these guidelines) in continuation of the earlier guidelines.

II. Examinations

The provisions as contained in the guidelines issued earlier as mentioned above shall apply for the current academic session 2020-21. Further, the Terminal Semester/ Final Year Examinations (2020-2021) be compulsorily conducted in offline (pen & paper)/ online/ blended (online + offline) mode by no later than August 31, 2021 following the prescribed protocols/ guidelines related to the COVID-19 pandemic.

For intermediate semester/year students, assessment shall be based on internal evaluation and previous semester as suggested in 2020 guidelines.

III. Academic Calendar

The provisions contained in the UGC Guidelines dated 24.09.2020 shall be applicable for the academic session 2021-2022. For students of the intermediate semester/year, the Higher Education Institutions may start their academic session (in online/offline/blended mode) as early as possible, following the guidelines/directions related to the COVID-19 pandemic issued by the appropriate government/competent authority.

In addition, the following guidelines shall also apply regarding the academic calendar for the first-year under-graduate and post-graduate students in Higher Education Institutions:

1. The Hon'ble Supreme Court of India's order dated June22, 2021 in Writ Petition(s) (Civil) No. 522 of 2021 (Mamta Sharma versus Central Board of Secondary Education & Others) has noted as follows:

"....Attorney General for India by pointing out that U.G.C. will be issuing necessary instructions to ensure that the admission process by the colleges and institutions should commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards."

Accordingly, Higher Education Institutions shall ensure that the admission process for undergraduate courses/programmes for the academic session 2021-2022 commences only after the declaration of results by the CBSE, ICSE and State Boards. It is expected that all the School Boards will declare their results for the class/grade-XII examinations by July 31, 2021.

2. Admissions to the first year courses/programmes for the session 2021-2022 shall be completed by no later than September 30, 2021. The last date for admissions to fill up the remaining vacant seats shall be October 31, 2021. The relevant documents of the qualifying examination can be accepted up to December 31, 2021.

3. The academic session 2021-2022 shall commence latest by October 1, 2021 for first semester/year students.

4. Accordingly, Higher Education Institutions shall follow the calendar given below for the academic session 2021-2022:

Admission Process for Undergraduate Level Programmes (in view of point no. 1 of Academic Calendar)	To Commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards. It is expected that School Boards will declare the results of the class/grade-XII examinations by 31.07.2021.
Completion of Admission Process for Undergraduate and Postgraduate Programmes in online/offline/blended mode	30.09.2021
Commencement of Classes for intermediate semester/year students in online/offline/blended mode	As early as possible
Commencement of Classes of Undergraduate and Postgraduate students' Fresh batch (First Semester/Year)	*Latest by 01.10.2021
Preparatory Break	**To be planned by the Higher Education Institutions
Conduct of Examinations	
Semester Break	
Commencement of Classes for Even Semester	
Preparatory Break	
Conduct of Examinations	
Semester Break begins	
Semester Break ends	31.07.2022
Commencement of Next Academic Session for this batch	01.08.2022

*If there is a delay in declaration of result of the qualifying examinations, Higher Education Institutions may plan and start the academic session by October 18, 2021. The teaching-learning process may continue in offline/ online/ blended mode.

**Higher Education Institutions may plan for classes, breaks, conduct of examinations, semester break etc. during the period October 1, 2021 to July 31, 2022 following necessary protocols/guidelines/directions/advisories issued by the Central/State Governments and competent authorities from time to time, in view of the COVID-19 pandemic.

5. In view of the financial hardships being faced by parents due to lockdowns and related factors, a full refund of fees should be made on account of all cancellations of admissions/ migrations of students up to October 31, 2021 for the academic session 2021-2022 as a special case. It is made clear that the entire fee, including all charges, should be refunded (i.e. there should be zero cancellation charges) on account of cancellations/ migrations up to October 31, 2021. Thereafter, on cancellation/ withdrawal of admissions up to December 31, 2021, the entire fee collected from a student should be refunded in full after deducting not more than Rs.1000/- as processing fee.

6. The guidelines issued by the UGC on April 29, 2020 and July 6, 2020 highlighting the modes of teaching, conduct of examinations, importance of physical & social distancing etc. should be read along with the present guidelines and shall remain mandatory, but the present guidelines shall prevail in the event of any conflict.

7. The present guidelines are subject to the advisories/directives issued by the apex statutory bodies/councils concerned, e.g., AICTE, NCTE, BCI, NMC, DCI, INC, PCI, AYUSH etc. regarding examinations and academic calendars.

Notwithstanding the present guidelines regarding the conduct of examinations and commencement of the next academic session, every Higher Education Institution shall ensure that it is prepared in all respects to carry out the academic activities following necessary protocols/guidelines/directions/advisories issued by the Central/State Governments or competent authorities from time to time, in view of the COVID-19 pandemic.

ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव
Prof. Rajnish Jain
Secretary

सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)
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D.O.No.2-71/2022(CPP-II)

2nd August, 2022

Subject: Fee refund policy 2022-2023

Respected Madam/Sir,

As you are aware that the University Grants Commission has issued 'the UGC guidelines on examination and academic calendar in view of the Covid-19 pandemic' on 16th July, 2021, wherein UGC has stipulated the provision of refund of fees on account of all cancellations of admissions/ migrations of students during the academic session 2021-2022. Also, UGC on 12th July, 2022 has requested the higher educational institutions to fix the last date of their under graduate admission process after declaration of result of class XII by CBSE so as to provide sufficient time to such students for admission in under graduate courses. Also, it may be noted that several entrance examinations including CUET, JEE Main, JEE Advance etc. have been delayed, due to which admissions may continue up to October, 2022.

In view above, and in order to avoid financial hardships being faced by parents, it has been decided by UGC that full refund of fees should be made by the higher educational institutions on account of all cancellations of admissions/ migrations of students up to October 31, 2022 for the academic session 2022- 2023 as a special case. It is made clear that the entire fee, including all charges, should be refunded (i.e., there should be zero cancellation charges) on account of cancellations/ migrations up to October 31, 2022. Thereafter, on cancellation/ withdrawal of admissions up to December 31, 2022, the entire fee collected from a student should be refunded in full after deducting not more than Rs.1000/- as processing fee.

All the Higher Educational Institutions are requested to ensure the compliance of the UGC directions in respect of refund of fee in view of COVID-19 Pandemic related factors.

With kind regards.

Yours sincerely,

(Rajnish Jain)

To,

The Vice-Chancellors of all universities
The Principals/Directors of all colleges / institutes

प्रो. मनिष र. जोशी
सचिव
Prof. Manish R. Joshi
Secretary

जी20 भारत 2023 INDIA
विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II) 3 July 2023 / 12 आषाढ़ 1945

Subject: Fee Refund Policy 2023-24

Respected Madam/Sir,

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

Students should be allowed a full refund of fees within a specified period to opt for a course they choose.

The Commission has considered the matter in its 570th meeting held on 27 June 2023, and after considering the relevant factors decided, the following fee refund policy for the academic session 2023-24:

- 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 admission/migrations of students up to 30 September 2023 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2023.

- For any admission schedule extending/commencing beyond/after 31 October 2023, the provisions contained in the UGC Notification issued in October 2018 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

Contd...

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.

The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2023-24 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Any HEI violating the provisions of UGC Fee Refund Policy 2023-24 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.

With regards.

Yours sincerely,

(Manish Joshi)

To,

- **The Vice-Chancellors of all Universities**
- **The Principals/Directors of all Colleges / Institutes.**

आचार्य मनिष र. जोशी
सचिव
Prof. Manish R. Joshi
Secretary

सत्यमेव जयते

आज़ादी का अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

No.F 12-5/2023(FNT/NET)-FeeNivaran

February 9, 2024/20 माघ, 1945

Subject: Regarding Non-Refund of Fee

Respected Madam / Sir,

It is submitted that UGC has issued notifications / guidelines / letters regarding the refund of fees which are also available on the UGC website www.ugc.gov.in. The said notifications / guidelines are applicable to Undergraduate, Postgraduate and Research Programmes offered by all Universities included under Section 2(f) & 12(B) of UGC Act, 1956.

UGC has been receiving several complaints regarding non-refund of fee against many Higher Educational Institutions (HEIs). UGC has requested all the HEIs vide mails and reminders to act on the complaints received from the students seeking a refund of fees paid to the institutes after those students migrated to other institutions.

Further, your attention is also invited towards the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 in which in point no. 3 (i) (xiii) (copy attached) it is clearly mentioned that:

"3. ***DEFINITION:***

(i) 'grievance' means and includes complaint(s) made by an aggrieved student in respect of the following namely:

xiii. 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."

In view of above, you are hereby advised to pay special attention towards fee refund of the aggrieved students and abide by UGC's guidelines / regulations issued with respect to fee refund of the students.

Non-compliance to the above shall attract punitive action as prescribed under the relevant guidelines/regulations."

With regards,

Yours sincerely,

(Manish Joshi)

Copy to:

1. All Vice-Chancellors of Universities
2. All Principals of Colleges

बहादुरशाह ज़फर मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
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आचार्य मनिष र. जोशी
सचिव
Prof. Manish R. Joshi
Secretary

सत्यमेव जयते

आजादी का अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II) (C-114546) 12th June, 2024 / 22 ज्येष्ठ, 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 580th 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 2018 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

Cont

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।

S. No	State	Principal Secretary to the Hon'ble Governor Address	Secretary	Link
1	Andhra Pradesh	Raj Bhavan, Governorpet, Vijayawada – 520002	Secretary, Department of Higher Education 3rd–5th Floors, Neeladri Towers, Shri Ram Nagar, 6th Battalion Road, Atmakur (V), Mangalagiri (M), Guntur – 522503	https://www.ugc.gov.in/pdfnews/7596786_Andhra-Pradesh-1.pdf
2	Assam	Lok Bhavan, Kharguli, Guwahati, Assam — 781004	Secretary, Department of Higher Education Block 'C', 3rd Floor, Assam Secretariat, Dispur, Guwahati, Assam	https://www.ugc.gov.in/pdfnews/5749688_Assam-2.pdf
3	Bihar	Bihar Lok Bhavan, Patna – 800022	Secretary, Department of Higher Education The Education Department, Vikas Bhawan, New Secretariat, Patna, Bihar - 800015	https://www.ugc.gov.in/pdfnews/4081569_Bihar-3.pdf
4	Chandigarh	Punjab Raj Bhavan (Lok Bhavan), Sector 6, Chandigarh – 160019.	Secretary, Department of Higher Education 4th Floor, Chandigarh Secretariat, Sector 9, UT Chandigarh-160009	https://www.ugc.gov.in/pdfnews/0246729_Chandigarh-4.pdf
5	Chhattisgarh	Raj Bhavan, Civil Lines, Raipur, Chhattisgarh – 492001	Secretary, Department of Higher Education Mantralaya, Mahanadi Bhavan, Atal Nagar, Nava Raipur, Chhattisgarh 492018	https://www.ugc.gov.in/pdfnews/5401211_Chhatisgarh-5.pdf
6	Delhi	Raj Niwas (Lok Niwas), 6 Raj Niwas Marg, New Delhi-110054	Secretary, Department of Higher Education Room No. 21072, Kartavya Bhawan 2, Central Secretariat, New Delhi-110001	https://www.ugc.gov.in/pdfnews/4497829_Delhi-6.pdf
7	Goa	Lok Bhavan (Raj Bhavan), Dona Paula, Goa 403004	Secretary, Department of Higher Education Secretariat, Porvorim, Bardez, Goa- 403521	https://www.ugc.gov.in/pdfnews/2925428_Goa-7.pdf
8	Gujarat	Raj Bhavan, Sector - 20, Gandhinagar - 382020	Secretary, Department of Higher Education Block No. 5, 8th Floor, Sachivalaya, Gandhinagar, Gujarat	https://www.ugc.gov.in/pdfnews/4382255_Gujarat-8.pdf
9	Haryana	Lok Bhavan Haryana, Sector 6, Chandigarh – 160019	Secretary, Department of Higher Education Haryana Civil Secretariat, Sector 1, Chandigarh, 160001	https://www.ugc.gov.in/pdfnews/2370152_Haryana-9.pdf
10	Himachal Pradesh	Lok Bhavan, Raj Bhawan, Chotta Shimla, Shimla, Himachal Pradesh, 171002	Secretary, Department of Higher Education HP Secretariat, Shimla - 171002, Himachal Pradesh	https://www.ugc.gov.in/pdfnews/0293729_Himachal-Pradesh-10.pdf
11	Jammu & Kashmir	Raj Bhawan, Palace Road, Karan Nagar, Jammu, J&K – 180001	Secretary, Department of Higher Education Civil Secretariat, Jammu, Jammu and Kashmir – 180001, Civil Secretariat, Srinagar, Jammu and Kashmir – 190001	https://www.ugc.gov.in/pdfnews/8863585_Jammu--Kashmir-11.pdf
12	Jharkhand	Lok Bhavan Jharkhand, Ranchi – 834001, Jharkhand	Secretary, Department of Higher Education 3rd Floor, Yojana Bhawan, Nepal House, Doranda, Ranchi, Jharkhand - 834002	https://www.ugc.gov.in/pdfnews/5896229_Jharkhand-12.pdf

13	Karnataka	Raj Bhavan, Raj Bhavan Road, Bengaluru, 560001	Secretary, Department of Higher Education 2nd Gate, 6th Floor, M.S. Building, Bengaluru - 560001, Karnataka	https://www.ugc.gov.in/pdfnews/6721743_Karnataka-13.pdf
14	Kerala	Raj Bhavan, Kerala Governor's Camp P.O., Thiruvananthapuram, Kerala, India – 695099	Secretary, Department of Higher Education Room No. 372, Main Block, 1st Floor, Government Secretariat, Thiruvananthapuram – 695001	https://www.ugc.gov.in/pdfnews/0091371_Kerala-14.pdf
15	Madhya Pradesh	Raj Bhavan (Lok Bhavan), Bhopal, Madhya Pradesh – 462001	Secretary, Department of Higher Education 2nd Floor, Annexure-3, Vallabh Bhawan, Bhopal - 462004, Madhya Pradesh	https://www.ugc.gov.in/pdfnews/8659032_Madhya-Pradesh-16.pdf
16	Maharashtra	Raj Bhavan, Walkeshwar Road, Malabar Hill, Mumbai – 400035	Secretary, Department of Higher Education Room 411, Fourth Floor, Mantralaya Annex, Madam Cama Road, Nariman Point, Mumbai – 400032	https://www.ugc.gov.in/pdfnews/4997944_Maharashtra-17.pdf
17	Manipur	Lok Bhavan, Imphal, Manipur, PIN 795001	Secretary, Department of Higher Education Nityaipat Chuthek, Near Raj Bhavan, Imphal – 795001, Manipur	https://www.ugc.gov.in/pdfnews/9393384_Manipur-18.pdf
18	Meghalaya	Lok Bhavan Meghalaya (Raj Bhavan), Shillong, Meghalaya, 793001	Secretary, Department of Higher Education Kenilworth Road, Laitumkhrah, Shillong – 793003, Meghalaya	https://www.ugc.gov.in/pdfnews/3947265_Meghalaya-19.pdf
19	Mizoram	Lok Bhavan (Raj Bhavan), Aizawl – 796001, Mizoram	Secretary, Department of Higher Education Room No. 020, New Secretariat Complex, MINECO, Aizawl - 796001	https://www.ugc.gov.in/pdfnews/1196405_Mizoram-20.pdf
20	Odisha	Raj Bhavan, Bhubaneswar, Odisha – 751008	Secretary, Department of Higher Education Lok Seva Bhawan, Sachivalaya Marg, Bhubaneswar - 751001	https://www.ugc.gov.in/pdfnews/0030777_Odisha-21.pdf
21	Punjab	Raj Bhavan (Lok Bhavan), Sector 6, Chandigarh – 160019	Secretary, Department of Higher Education Punjab Civil Secretariat-II, Sector-9A, Chandigarh -160009	https://www.ugc.gov.in/pdfnews/2121824_Punjab-22.pdf
22	Rajasthan	Raj Bhawan, Civil Lines, Jaipur, Rajasthan, 302006	Secretary, Department of Higher Education Tilak Marg, C-Scheme, Ashok Nagar, Jaipur, Rajasthan 302005	https://www.ugc.gov.in/pdfnews/5449702_Rajasthan-23.pdf
23	Sikkim	Lok Bhavan, Gangtok, Sikkim, PIN – 737103	Secretary, Department of Higher Education Education Department, Tashiling Secretariat, Gangtok, Sikkim - 737101	https://www.ugc.gov.in/pdfnews/8531075_Sikkim-24.pdf
24	Tamil Nadu	Lok Bhavan, Tamil Nadu, Guindy, Chennai – 600022	Secretary, Department of Higher Education Fort St. George, Chennai - 600009, Tamil	https://www.ugc.gov.in/pdfnews/8087033_Tamil-Nadu-25.pdf
25	Telangana	Lok Bhavan, Somajiguda, Hyderabad – 500041, Telangana	Secretary, Department of Higher Education Building, opposite Mahavir Hospital, Masab Tank, Hyderabad - 500028	https://www.ugc.gov.in/pdfnews/3725777_Telangana-26.pdf
26	Tripura	Raj Bhavan, Agartala, Tripura, PIN-799010	Secretary, Department of Higher Education Civil Secretariat, New Capital Complex, Kunjaban, Agartala, West Tripura -799006	https://www.ugc.gov.in/pdfnews/0256685_Tripura-27.pdf

27	Uttar Pradesh	Raj Bhavan, Lucknow, Uttar Pradesh — 226027	Secretary, Department of Higher Education UP State Council of Higher Education, 6th Floor, Room No. 619, Indira Bhawan, Ashok Marg -226001	https://www.ugc.gov.in/pdfnews/4280109_Uttar-Pradesh-28.pdf
28	Uttarakhand	Lok Bhavan, New Cantt. Road, Dehradun – 248003, Uttarakhand	Secretary, Department of Higher Education Subhash Road, Irrigation Colony, Karanpur, Dehradun, Uttarakhand, 248001	https://www.ugc.gov.in/pdfnews/4453386_Uttarakhand-29.pdf
29	West Bengal	Raj Bhavan, B.B.D. Bagh, Kolkata, West Bengal, Pin-700001	Secretary, Department of Higher Education Bikash Bhavan, Salt Lake, Kolkata - 700091	https://www.ugc.gov.in/pdfnews/7783387_West-Bengal-30.pdf