

## ORDER

UGG 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 31 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.

Hence the UGC guidelines regarding the Fee Refund Policy for the academic session 2024-25 is implemented subject to approval by Lalit Narayan Mithila University and Bihar Examination Board.

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

Secretary