



Fee Refund Policy for the Academic Session 2025–2026
(As per UGC Guidelines dated 12th June 2024)

In accordance with the UGC Notification D.O. No.F.2-71 /2022 (CPP-II) (C-114546) dated 12th June 2024, the following refund policy shall apply for admissions to all undergraduate and postgraduate programs offered by **Islamiah Women's Arts and Science College** for the **academic year 2025–2026**:

Sl.No	Withdrawal of Admission	Refund Amount
1	Up to 15 days before the formally notified last date of admission	100% of fees paid (after deducting processing fee of Rs.1,000)
2	Between 15 days and 7 days before the last date of admission	90% of fees paid
3	Within 7 days before the last date of admission	80% of fees paid
4	Within 15 days after the last date of admission	50% of fees paid
5	More than 15 days after the last date of admission	No Refund

Note:

- The last date of admission shall be as notified by the College or the affiliating University.
- Refunds shall be processed within **15 working days** from the date of receipt of a written application for withdrawal and refund.
- Processing charges of Rs.1,000 will be deducted in case of full refund (Sl. No. 1).
- This policy will remain in force for subsequent academic sessions until the issuance of a revised policy by the UGC.
- Refunds will be processed through **bank transfer (NEFT/RTGS)** or **cheque**, issued to the **account details provided by the student or parent** in the refund application.

Regards,

Principal
Islamiah Women's Arts and Science College
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