



श्री माता वैष्णो देवी विश्वविद्यालय  
**SHRI MATA VAISHNO DEVI UNIVERSITY**  
Kakryal, Katra-182320, Jammu & Kashmir  
Recognized under Section 2(f) & 12(B) of the UGC Act, 1956  
registrar@smdvu.ac.in

Ref. No.: SMVDU/AA/21/ 778-782

Date: 10-08-2021

**NOTIFICATION**

**Sub: Refund policy for students admitted during Academic Session 2021-22.**

**Ref: UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic July-2021**

With respect to the captioned subject and references cited above; approval of the Competent Authority is hereby conveyed for adoption of guidelines issued by UGC on Examinations and Academic Calendar in view of the COVID-19 Pandemic July-2021, which read as under:

*"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."*

The aforesaid guidelines are applicable to the students admitted during Academic Session 2021-22 only as one time exception only, not to be quoted as precedence.

For admission cancellation and refund cases received after 31<sup>st</sup> Dec., 2021, the refund rule of the University, already in place shall be applicable with the date of closure being considered as notified by concerned schools from time to time and Tier 3-5 of the refund fee rules shall be applicable.

The matter shall be placed before Academic Council and Executive Council of SMVDU for ratification.

  
09/08/21  
Registrar

Copy to:

1. All Deans / Heads, for information.
2. Finance officer for information.
3. PS to VC for the information of Hon'ble Vice-Chancellor
4. I/C Website, for uploading of same on University Website.
5. Concerned file