



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@smvdu.ac.in

Ref. No. SMVDU/AA/25/1155

Date: 01 / 04 / 2025

**NOTIFICATION**

**Sub: Refund Policy for candidates (non-reporting) admitted through CSAB/JoSSA.**

**Ref: Notification issued vide no. SMVDU/AA/23/487, dated: 11<sup>th</sup> August 2023.**

As approved by the Competent Authority, the Refund Policy for candidates (non-reporting) admitted through CSAB/JoSSA for Academic year 2025-26 as under is hereby notified for the information of all concerned:

**Refund Policy for candidates (non-reporting) admitted through CSAB/JoSSA:**

1. A processing fee of Rs. 1000/- (One thousand only) shall be deducted and full refund of fee shall be given to all such candidates applying before the formally notified last date of submission of application for refund of fee by the candidates.

***The last date of submission of request for the refund of fee shall be 01 month after the formally notified date of closure of the admissions by the University.***

2. All such applications shall be processed only after receiving the fee from CSAB/JOSAA.
3. No application regarding refund for fee in favour of non-reporting candidates shall be considered after due date is over.

**Please Note:**

*All requests for refund of fee by candidates (non-reporting) admitted through CSAB/JoSSA shall be forwarded/ submitted to Chairman, Central Admission Committee for Undergraduate Programs AY 2025-26 {Engineering (B.Tech./B.Arch./ B.Design) Program} ([btech.admission@smvdu.ac.in](mailto:btech.admission@smvdu.ac.in) & [academicaffairs@smvdu.ac.in](mailto:academicaffairs@smvdu.ac.in)) well before the last date.*

*01.04.2025*  
**Dean Academic Affairs**

**Copy to:**

1. Chairman, Central Admission Committee Academic Year 2025-26.
2. Finance Officer, for information.
3. Coordinator, Central Admission Committee for Undergraduate Programs {Engineering (B. Tech./ B. Arch./ B. Design) Program}, for information.
4. AR (VC Office) for information of Hon'ble Vice Chancellor.
5. I/c Website, for information & uploading the same on the University Website.
6. Concerned file.