

**UNIVERSITY OF MUMBAI**

No.UG/412 of 2008

**CIRCULAR :-**

A reference is invited to the Ordinance relating to the Refund of fees *vide* this office Circular No.UG/257 of 2005 dated 1<sup>st</sup> July,2005 and the Principals of the affiliated colleges and the Heads/Directors of the recognized Institutions concerned are hereby informed that the proposal submitted by the committee for amendment of O.2859 relating to the refund of Tuition Fees, Development and all other fees after cancellation of admission for the Under-Graduate Courses has been accepted by the Academic Council at its meeting held on 13<sup>th</sup> June,2008 *vide* Item No.76 and subsequently approved by the Management Council at its meeting held on 25<sup>th</sup> July,2008 *vide* item No.6 and that, in accordance therewith, in exercise of the powers conferred upon the Management Council under Section 54(1) of the Maharashtra Universities Act,1994, it has amended Ordinance 2859 relating to refund of fees to read as under :-

**REFUND OF FEES**

**O.2859: Refund of Tuition, Development and all other fees after cancellation of admissions:**

The candidates who have taken admission in under graduate courses in Govt. colleges, In Govt. aided and unaided courses conducted by affiliated colleges, and recognized Institutions may request for refund of fees after applying in writing for cancellation of their admission to the course. The refund of fees as applicable shall be made on or before 30<sup>th</sup> day after the date of cancellation and thereafter. The percentage of fee for the course shall be refunded to the candidate after deducting charges as follows:

Table - 1: Fee Deduction on cancellation of admission

Period and Percentage of deduction charges						
	(i)	(ii)	(iii)	(iv)	(v)	(vi)
	Prior to commencement of academic term and instruction of the course	Upto 20 days after the commencement of academic term of the course.	From 21 <sup>st</sup> day upto 50 days after commencement of the academic term of the course.	From 51 <sup>st</sup> day upto 80 days after the commencement of academic term of the course or August 31 <sup>st</sup> whichever is earlier.	From September 1 <sup>st</sup> to September 30 <sup>th</sup> .	After September 30 <sup>th</sup> .
Deduction Charges	Rs. 500/- Lump sum	20% of the total amount of fees.	30% of the total amount of fees.	50% of the total amount of fees.	60% of the total amount of fees.	100% of the total amount of fees

**NOTE:** The total amount considered for the refund of fees from the commencement of academic term of the courses includes the following:-

- i) All the fee items chargeable for one year are as per relevant University circulars for different Faculties (excluding the courses for which the total amount is fixed by other competent authorities).

- ii) The Fee charged towards group insurance and all fee components to be paid as University share (including Vice-Chancellor fund, University fee for sports and cultural activities, E-charge, disaster management fund, exam. fee and Enrollment fee) are non-refundable if payment is made by the college prior to the date of cancellation.
- iii) Fee collected for Identity card and Library card, admission form and prospectus, enrollment and any other course specific fee **are not refundable** after the commencement of the academic term.
- iv) All refundable deposits (Laboratory, Caution Money and Library etc.) **shall be fully returned** at the time of cancellation.

**Provided that wherever admissions are made through centralized admission process for professional and/ or for any other courses by other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1<sup>st</sup> year admission. In case of admission to subsequent years of the course, O.2859 is applicable for cancellation of admission.**

**Provided further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies appointed for admission for relevant courses.**

Further that O.2859-A & O.2859-B have been repealed and the amended O.2859 relating to the refund of Tuition Fees, Development and all other fees after cancellation of admission for the Under Graduate Courses has been brought into force with effect from the academic year 2008-2009.

MUMBAI-400 032  
11<sup>th</sup> September, 2008

PRIN.K.VENKATARAMANI  
REGISTRAR

To.

The Principals of the affiliated colleges and the Heads/Directors of the recognized Institutions concerned.

A.C./7.6/13.06.2008

M.C./6/23.07.2008

No.UG/412- A of 2008, MUMBAI-400 032

11<sup>th</sup> September, 2008

Copy forwarded with compliments for information to :-

- 1) The Deans, All Faculties
- 2) The Chairmen/Chairpersons, All Board of Studies /Ad-hoc Boards and Ad-hoc Committees
- 3) The Controller of Examinations,
- 4) The Professor-Cum-Director, Institute of Distance Education
- 5) The Co-Ordinator, University Computerization Centre.

(D.H. KAIF)  
DEPUTY REGISTRAR  
(U.G./P.G SECTION)