

Fee Refund Policy

(As per UGC Circular No. F.2-71/2022 (CPP-II) (C-114546), dated 12th June 2024)

In compliance with the directives issued by the University Grants Commission (UGC), ARUNACHALA College of Engineering for Women, Manavilai adopts the following Fee Refund Policy for students seeking cancellation/migration of admission.

Full refund of fees will be made by ARUNACHALA College of Engineering for Women on account of all cancellations of admissions/migrations of students up to 30th September of the academic session and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31st October of the academic session.

For any admission schedule extending/commencing beyond/after 31st October of the academic session, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference)

Sl. No.	% of Refund of fees	Point of time when notice of withdrawal of admission list is received in the HEI
1	100 %	15 days or more before the formally notified last date
2	90 %	Less than 15 days before the formally notified last date
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	0 %	More than 30 days after formally notified last date of admission

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

Our Institution ensures compliance with the UGC fee refund policy and will redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.