

CANCELLATION AND FEE REFUND POLICY

1. Application form for Cancellation/Withdrawal must be made in the prescribed form (Annexure 1) duly signed by the student and the parent well in time, before the last date of admission along with original fee receipt, as per the prescribed format, attached with the policy. If personal appearance is delayed the cancellation request will be processed as on the date of such appearance and the refund eligibility will be determined accordingly.
2. Date of withdrawal for the above purpose is the date when duly signed copy of completely filled Form in prescribed format is submitted to the Principal by the Prospective Student and parent. Date of any telephonic confirmation/email without the submission of the aforesaid Form and original receipt shall not be considered for the purpose of Withdrawal.
3. The College has right to cancel the admission of any student, if he / she fails to pay the fees by the due date or fails to submit the mandatory documents or the student continuously absents himself / herself from the College for 07 working days from the commencement of Academic Session. In such case, refund, if any, shall be governed according to the applicable policy.
4. VJIT will consider any request for cancellation of admission / withdrawal from studies if such request is made in accordance with the prescribed Regulations. No refund shall be allowed in respect of Application Fee and Admission Registration Fee.
5. VJIT in view of its strict Attendance Regulation does not normally admit any student to any course after the notified last date of admission or after commencement of classes and hence the seats of cancelled admission shall remain unfilled at all times thereafter.
6. If a student after joining for the Course leaves it in mid-session, the entire fees collected shall be forfeited.
7. All refunds shall be only to the bank account of the student / parent as per the NEFT details furnished and shall be made within 15 working days from the date of approval of the cancellation/withdrawal.
8. Reason/s for cancellation of admission/withdrawal will never be a factor of consideration for determining the amount of refund though the Principal may at his discretion approve refund for higher amounts depending on circumstances leading to such cancellation/withdrawal.
9. Refund of Academic Course Fee with reference to 'Last date for Admission' as per the rules announced by The convenor, TG CET
- 10. REFUND POLICY FOR TRANSPORT CHARGES :**
 - If the student withdraws his/her admission before the commencement of the Academic Session/classes, only Rs. 1,000/- will be deducted from the transport fee as processing charges and balance shall be refunded.
 - If the student withdraws from Transport facilities after the commencement of the Academic Session/classes (irrespective of the date of admission), the Transport Charges for minimum 3 months or pro-rata basis will be deducted except security deposit.

Note: If the student withdraws after the notified Period mentioned in the policy, no refund shall be made.

11. Any Court Proceeding relating to Refund of Fee irrespective of the domicile of the student shall be only in the City of Hyderabad.

GENERAL INFORMATION:

1. Notified Last date for Admissions against regular seats for the Academic Session 2024-25 will be 31st July, 2024 and commencement of Academic Session 2024 will be as per the dates given by state government of Telangana and Technical Education.
2. All students will be considered as admitted provisionally, till they deposit all prescribed fees, pass certificates as per eligibility criteria and other certificates/documents as applicable.
3. Any student who does not comply with any of the above conditions within the stipulated time, the College shall have the right to cancel his/her admission.
4. The cancellation and fees refund policy is strictly in accordance with the government directions. The processing fees/admission fee paid by the student is not refundable under any circumstances.
5. The mode of payment of the refund will be through NEFT/RTGS only.
6. All refunds shall be made to the bank account of the student/parent only as per the details furnished.
7. The refund amount will be credited to the beneficiary account within 30 working days.
8. The College is not responsible for any delay in transit involved in receipt and delivery of any communication between the college and the applicant,
9. No admission is considered as auto withdrawal until required formalities are completed as per policy.
10. No interest is payable on a refund of any fees/deposit.
11. The College reserves the right to modify and/or amend refund policy without prior notification.

Notwithstanding what is contained in the Cancellation Policy given above, the college shall abide by the following Guideline of the UGC as stated in its letter D.O.No.F. F.III2021 (Secy) dated 16th July, 2021.

It may however be noted that the above guidelines will be applicable in respect of fresh admissions for the academic year 2024-25 only.