

Maharashtra State Skills University
Circular No. MSSU/Refund/2023-24/10
Refund of Fees
2023-24

05 July 2023

1. Introduction:

1.1. The Maharashtra State Skills University (the University) has formulated its refund policy for all programs in accordance with the University Grants Commission UGC Notification on Refund of Fees and Non- Retention of Original Certificates issued in October 2018 and the UGC Fee Refund Policy 2023-24 vide circular / notification bearing DO. No. F 2-71/2022 (CPP- II) dated 3rd July 2023

1.2. All applicants are notified with the policy as follows.

2. Application and Enforcement

2.1. It shall be applicable to Undergraduate, Postgraduate programs run by the University, together with all skill centres affiliated or recognized under the University.

2.2. The provisions contained in this Policy shall come into force with immediate effect and shall have regulatory force on extant as well as future grievances over issues and matters covered herein.

3. Refund of Fees

3.1. All fees will be charged in advance for the entire academic year in which a student is to be admitted and engage in academic activities.

3.2. If a student chooses to withdraw from the programme in which he/she is enrolled, the University shall follow the following five-tier system for the refund of fees* remitted by the student.

S.No	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received by the University
1	100%	15 days or more before the formally-notified last date of admission
2	90%	Less than 15 days before the formally-notified last date of admission
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	00%	More than 30 days after formally- notified last date of admission

*NOTE : *Caution money and security deposit, which are not part of the fees chargeable, shall be refunded in full.*

3.3. Notwithstanding anything contained in any guidelines/ prospectus/ notification / schedule, a full refund of fees shall be made on account of all cancellations of admission/migrations of students upto 30th September 2023 and with a deduction of not more than Rs. 1,000 as a processing fee, up to 31st October 2023.

3.4. For any admission schedule extending /commencing beyond /after 31st October 2023, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non- Retention of Original Certificates shall apply (reproduced in the table under para 3.2 above)

3.5. Fees shall be refunded to an eligible student within 15 (fifteen) days from the date of receiving a written application from him/her in this regard or in accordance with any guidelines/ prospectus/ notification / schedule issued by the University Grants Commission from time to time.

--sd

Registrar (I/C)
