



देवी अहिल्या विश्वविद्यालय, इन्दौर

विश्वविद्यालय भवन
इन्दौर - 452 001

क्र./डी.सी.डी.सी./सूचना/2025/ 2135

दिनांक 06 OCT 2025

// आवश्यक सूचना //

प्रति,

1. समस्त प्राचार्य/संचालक
वि.वि. से सम्बद्ध समस्त शासकीय/अशासकीय महाविद्यालय,
जिला - इन्दौर, धार, झाबुआ,
2. समस्त विभागाध्यक्ष (यू.टी.डी.)
दे.अ.वि.वि. खण्डवा रोड इन्दौर

विषय:- यूजीसी द्वारा जारी शुल्क वापसी नीति का अनुपालन करने के संबंध में

सन्दर्भ:- यूजीसी. नई दिल्ली का पत्र 1-3/2025(CDB/FeeNivaranCell)-(CaseNo.2)
दिनांक 09.09.2025

महोदय,

उपरोक्त विषयान्तर्गत संदर्भित पत्र के संबंध में लेख है, कि यूजीसी. नई दिल्ली ने विश्वविद्यालय से संबंधित कतिपय संस्थानों/महाविद्यालयों के द्वारा शुल्क वापसी नीति का अनुपालन न करने के संबंध में संज्ञान लिया गया है। अतः सूचित किया जाता है, कि यूजीसी. द्वारा जारी शुल्क वापसी नीति का अनुपालन एवं उनके द्वारा जारी दिशा निर्देशों का पूर्ण रूप से पालन सुनिश्चित करें।

संलग्न- उपरोक्तानुसार

आदेशानुसार

कुलसचिव

पृष्ठांकन क्र./डी.सी.डी.सी./सूचना /2025/ 2135

दिनांक 06 OCT 2025

प्रतिलिपि :-

1. श्री अजय कुमार जोशी अपर सचिव विश्वविद्यालय अनुदान आयोग नेट ब्यूरो, दिल्ली विश्वविद्यालय दक्षिण परिसर बेनिटो जुआरेज मार्ग दिल्ली - 110021 के पत्र क्रमांक 1-3/2025(CDB/FeeNivaranCell)-(CaseNo.2) दिनांक 09.09.2025 के संदर्भ में सूचनार्थ प्रेषित।
2. श्री के.सी. गुप्ता राज्यपाल के अपर मुख्य सचिव राज भवन भोपाल के पत्र क्रमांक 709/रा.स./यू.ए.-3/2025 दिनांक 18/07/2025 के संदर्भ में सूचनार्थ प्रेषित।
3. कुलपति जी के सचिव देवी अहिल्या वि.वि. इन्दौर की ओर सूचनार्थ प्रेषित।
4. कुलसचिव जी के निजी सहायक, देवी अहिल्या वि.वि. इन्दौर की ओर सूचनार्थ प्रेषित।
5. अतिरिक्त संचालक उच्च शिक्षा इन्दौर संभाग मोती तबेला इन्दौर की ओर हेतु सूचनार्थ प्रेषित।
6. विभागाध्यक्ष, आई.टी. सेन्टर की ओर सूचनार्थ एवं वि.वि. की वेबसाइट पर अपलोड करने हेतु प्रेषित।

निर्देशक

महाविद्यालय विकास परिषद्



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते

75
आजादी का
अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा विभाग, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II) (C-114546)

12th June, 2024 / 22 जून, 1946

Subject: Fee Refund Policy 2024-25

आदर्शपूर्ण सहोदय/सहोदय,

The University Grants Commission receives many representations/complaints from students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

2. Students should be allowed a full refund of fees within a specified period to enable them to opt for a course of their choice.
3. The Commission has considered the matter in its 580th meeting held on 15 May 2024, and after considering the relevant factors decided, the following fee refund policy for the academic session 2024-25:
 - a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
 - b. It shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
 - c. These guidelines would also be applicable to organizations, consortiums, committees, associations, etc., constituted for the purpose of conducting counselling or processing admissions and collecting fees on behalf of participating HEIs, and the HEI concerned will be responsible for refund fees.
 - d. For any admission schedule extending/commencing beyond/after 31 October 2024, 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)

Category	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(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

Cont

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

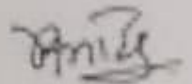
4. It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023, wherein "*delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time*" has been defined as one of the grievances.

5. The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2024-25 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

6. Any HEI violating the provisions of UGC Fee Refund Policy 2024-25 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

सादर,

भवदीय,



(मनिष जोशी)

सेवा में,

सभी विश्वविद्यालयों के कुलपति।

सभी महाविद्यालयों के प्राचार्य।