

UNIVERSITY OF PETROLEUM AND ENERGY STUDIES

FEE REFUND POLICY

Refund policy for Academic Session 2019-20 as per the UGC guidelines:

Refund Scenarios – Withdrawal applied	Deduction from fee as per UGC Guidelines
Up to 31 May 2019	Flat Rs. 1000/-
From 1 June 2019 to 15 August 2019	5% of fee paid or Rs. 5000/- (maximum)
From 16 August 2019 to 31 August 2019	10% of aggregate fee of 1 st Semester
From 1 September 2019 to 15 September 2019	20% of aggregate fee of 1 st Semester
From 16 September 2019 to 30 September 2019	50% of aggregate fee of 1 st Semester
After 30 September 2019	100% of the aggregate fee of 1 st Semester

*(i) In case of pure wait list candidate in B.Tech program only Rs. 1,000/- shall be deducted as processing fee if the seat is not confirmed by UPES up to one day prior to refund application. However, in case of withdrawal after confirmation of seat regular refund policy as per above table shall apply.

Note:

- Refund request up to registration shall be accepted through online portal, any request thereafter shall be through submission of formal no dues by student. Refund after registration shall be processed in the name of the student only,
- Registration date is treated as formally notified last date of admission announced for respective program,
- Withdrawal request made after registration shall be eligible for refund of only 50% PDP fee received. However, any other fee / security charged shall be refunded in full.

Hostel Fee Refund:

The students who have applied for refund before the registration, full fee refund will be made. A student applying for refund after registration, full refund will be made in case the seat is filled by the wait list student. However, if the seat falls vacant, in such case only the mess charges will be refunded on pro-rata basis.

Attested True copy

