

UNIVERSITY OF PETROLEUM AND ENERGY STUDIES

FEE REFUND POLICY

Date: 14.06.2021

Refund policy for **Academic Session 2021-22** as per the UPES policy is applicable for all the programs running in the University.

Refund Scenarios – Withdrawal applied	Deduction from fee as per UPES Policy
Up to 10 September 2021	Flat Rs. 1000/-
From 10 September 2021 to 25 September 2021	5% of fee paid or Rs. 5000/- (maximum)
From 26 September 2021 to 10 October 2021	10% of aggregate fee of 1 st Semester
From 11 October 2021 to 26 October 2021	20% of aggregate fee of 1 st Semester
From 27 October 2021 to 10 November 2021	50% of aggregate fee of 1 st Semester
After 10 November 2021	100% of the aggregate fee of 1 st Semester

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 not be eligible for refund of PDP fees. 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, refund on pro-rata basis 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.

Transportation 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, refund on pro-rata basis will be made in case the seat is filled by the wait list student.

The above policy is as per the UPES fee refund policy, however it is subjected to change as per the UGC guidelines.

Submitted for Approval



Dr. Veena Dutta
Registrar

Approved by



Dr. Sunil Rai
Vice Chancellor