

UNIVERSITY OF PETROLEUM AND ENERGY STUDIES

HOSTEL & TRANSPORT REFUND POLICY- AY 2022-23

UPES/Registrar-Order/Academic/2022-23/02

Hostel Fee Refund:

| Refund Scenarios – Withdrawal applied | Deduction from fee as per UPES Policy |
|---|---------------------------------------|
| Up to 7 calendar days from the date of Commencement of Classes | 10% of total hostel charges |
| Between 8 to 15 calendar days from the date of Commencement of Classes | 25% of total hostel charges |
| Between 16 to 30 calendar days from the date of Commencement of Classes | 50% of total hostel charges |
| After 30 calendar days from the date of Commencement of Classes | 100% of total hostel charges |

Note: The above mentioned policy is applicable for all students who have registered themselves for UPES campus hostel irrespective of whether they have availed the hostel facility or not.

Transportation fee refund:

| Refund Scenarios – Withdrawal applied | Deduction from fee as per UPES Policy |
|---|---------------------------------------|
| Up to 7 calendar days from the date of Commencement of Classes | 10% of total transportation charges |
| Between 8 to 15 calendar days from the date of Commencement of Classes | 25% of total transportation charges |
| Between 16 to 30 calendar days from the date of Commencement of Classes | 50% of total transportation charges |
| After 30 calendar days from the date of Commencement of Classes | 100% of total transportation charges |

Note: It is expected that before paying for transport students/ parents/guardian have checked the boarding points/ bus routes/ timings. Any request at the time of refund will not be entertained on the basis of inconvenience caused because of the above mentioned points.

Submitted for Approval

Manish Madan
Registrar



Approved by

Dr. Sunil Raj
Vice Chancellor