

# I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY

Estd. Under Punjab Technical University Act, 1996  
(Punjab Act No. 1 of 1997)

Ref. No. : IKGPTU/Reg/NF/ 2106

Dated : 28.05.2019

## NOTIFICATION

Sub: **Guidelines for refund / adjustment of fees for I.K. Gujral Punjab Technical University campuses and affiliated colleges for Academic session 2019-20.**

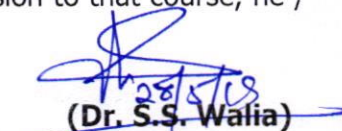
The Vice Chancellor has approved the following guidelines for refund / adjustment of fees for I.K. Gujral Punjab Technical University campuses and affiliated colleges for Academic session 2019-20:

### General Terms

1. Application for the seat surrender should be submitted to the head of the concerned department / institution.
2. Counselling fee is non-refundable.
3. The refund cases will be processed within 15 days after the surrender of the seat.
4. Start of Academic session will be as per Academic calendar issued by IKGPTU.
5. There will be no charges for change of course or branch within an institution.
6. Security fee is refundable in all cases.

### **Refund Rules for AICTE & UG courses (for both Centralized and Direct Counselling)**

1. In case a student surrenders his/her seat before the start of the course, his/ her total fee will be refunded after deduction of Rs. 1,000/- only.
2. In case a student surrenders his/ her seat after the start of the course and before /on last date of admission to that course, he/she will be refunded fee with proportionate deduction of total monthly fee (full fee including development and other charges) and proportionate total hostel rent (all charges). For instance, if a course starts in the month of July and the student surrenders seat on any day of August, fee will be deducted for full months of July & August.
3. In case a student surrenders his / her seat after the last date of admission to that course, he / she will not be refunded any fee.


  
(Dr. S.S. Walia)  
Registrar

Endst. No. IKGPTU/REG/NF/ 2107-2112

Dated: .05.2019

A copy is forwarded to the following officers for information please.

1. I/C Secretariat, O/o Vice Chancellor: For information of Vice Chancellor
2. All HODs (Non-Teaching)
3. Director (Main Campus): To inform all HODs (Teaching) and all constituent campuses
4. Director, IKGPTU Hoshiarpur Campus
5. Directors/Principals, all affiliated colleges of IKGPTU
6. Incharge (ITS): For upload on website

  
(Dr. S. S. Walia)  
Registrar