



GIRLS HOSTEL FEE REFUND POLICY

**PA CAMPUS: MUMBAI
AY 2016-17**

Category	Description	Deductions	Refund Permissible
1.	Student paid the hostel fee but informs the Management in writing about withdrawal before the notified date of reporting / joining the hostel.	<ul style="list-style-type: none"> Hostel Accommodation charges / Rent @ 75% 	<ul style="list-style-type: none"> Hostel Accommodation charges / Rent @ 25% Services charges @ 100% Security Deposit
2.	Student admitted and joined Hostel or Students paid the Hostel fees whether or not joined the hostel as per notified date of reporting / joining, and informs the Management in writing about withdrawal within 30 calendar days of the notified date.	<ul style="list-style-type: none"> Hostel Accommodation charges / Rent @ 100% Services charges @ 50% 	<ul style="list-style-type: none"> Services charges @ 50% Security Deposit
3.	Student admitted and joined Hostel or Students paid the Hostel fees whether or not joined the hostel as per notified date of reporting / joining, and informs the Management in writing about withdrawal after 30 calendar days of the notified date.	<ul style="list-style-type: none"> Hostel Accommodation charges / Rent @ 100% Services charges @ 100% 	<ul style="list-style-type: none"> Security Deposit

- The refund rules will be strictly complied with and no representations from students will be entertained.
- Applicable Service tax (taxes) will be deducted on the refund amount / deductions.
- Students vacating the hostel must submit the Application for Vacating Hostel (Annexure-VIII) to the Hostel Warden duly signed by the parent / guardian and approved by the Registrar / Centre Director.
- Refund of hostel fee will be considered only after deductions / adjustments / payment of damages / dues etc. as applicable (if any).
- The processing of Refund requests and cheque preparation shall take 3-4 weeks.
- The decision of the Hostel Committee / Management shall be final and binding on all residents.

I / We have read and understood and accepts the terms and conditions of the Hostel Fee Refund policy as mentioned above.

Students Name : _____ Students Sign : _____

Father's / Mother's Name : _____ Father's / Mother's Sign : _____