

KNEC/PO/2024-2025/ 07

Date: 03-07-2024

FEE REFUND POLICY 2024-2025

**In Compliance with UGC (Redressal of Grievances of Students)
Regulations, 2023**

Kingston Engineering College considers withdrawal/cancellation of admission are taken into consideration, perhaps the request is made with the following guidelines:

If the student chooses to withdraw from the program in which he/she is admitted, the reimbursement of the paid fees will be made as per the following UGC guidelines:

1. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the Kingston Engineering College on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
2. For any admission schedule extending/commencing beyond/after 31 October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply as given below:

Category	Percentage of Refund of Fee	Point of time when notice of withdrawal of admission is received in the HEI
1	100%	15 days or more BEFORE the formally notified last date of admission
2	90%	Less than 15 days BEFORE the formally notified last date of admission
3	80%	15 days or less AFTER the formally notified last date of Admission
4	50%	30 days or less, but more than 15 days AFTER formally notified the last date of admission
5	0%	More than 30 days AFTER formally notified the last date of admission

Kingston Engineering College complies with the aforementioned fee refund policy.



M.V. 03/07/24
Head of the Institution

PRINCIPAL
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Copy to:

1. HOD (CSE /ECE / IT / CSBS/ AI&DS/ MECH / CIVIL/EEE/S&IT/ MBA)
2. AO
3. Principal office
4. IQAC