

**GUJARAT UNIVERSITY****AHMEDABAD - 380009**

To be filled in Triplicate (Original receipt should be attached)  
Form for the Refund of Tuition Fees  
(P. G. Rule No. 28)

Ref. No. : ..... Date : .....

1. Name of the student in full .....  
(In block letters)

2. Department in which admitted .....

3. Amount paid Rs. .... Receipt No./Date : .....

4. Reason for leaving the School .....

5. The amount of refund may kindly be sent to me at the address mentioned below .....

I hereby agree to abide by the rules and regulations for the refund of fees and request you to send the amount of refund of my fees at the above mentioned address.

Place : .....

Date : .....

(Signature of the applicant)

**FOR OFFICE USE ONLY**

Date of receipt of the application Inward Register No. .... Date : .....

Date on which forwarded to the ..... outward No. ....  
Gujarat University.

	Receipt No. Date	Amount Received Rs.	Amount to be deducted Rs.	Amount to be refunded Rs.
(1) Tuition fees				
(2) Caution Money				
(3) Laboratory Deposit				
(4)				
*Vide Refund Rule No.		Total Rs.		

No. Dues remain to be recovered from the student.

Rs. .... (Rupees ..... ) to be refunded.

.....  
Signature of the Head of Department.....  
Signature of the clerk concerned

Passed for Rs. .... (Rupees ..... ) may please be refunded.

.....  
Accountant.....  
Development Officer**[P.T.O.]**

**Refund of Tuition fees**

*(P. G. Rule No. 28)*

When on leaving a Centre, a student claims refund of his tuition fees from the Centre, he shall apply in writing to the Professor-in-charge of the centre. On receipt of such an application, refund from the advance paid by the University may be given by the Professor-in-charge, of the P. G. Centre concerned in the following circumstances at the rate indicated :

- ( 1 ) In the case of a student leaving the centre within 10 days of the commencement of the term, the tuition fees may be refunded after deducting Rs. 15.
- ( 2 ) In the case of a student leaving the centre after 10 days but within 20 days of the commencement of the term, half of the tuition fees may be refunded.
- ( 3 ) In the case of a student admitted provisionally pending the issue of the certificate of eligibility but who is later reported ineligible for admission to the University full fees shall be refunded.
- ( 4 ) A student who after being admitted provisionally fails to produce a provisional or final eligibility certificate before the end of the term or a student whose term is not granted by the centre shall not be eligible for any refund.
- ( 5 ) The other fees shall not be refunded.

In case of Post-graduate the date of commencement of the term will be the date on which candidate submits his application for registration as a post-graduate student. (Ex. Council, dt. 11-3-1973, Item No. 41.)

- ( 6 ) Full fees for the term concerned shall be refunded in case of the death of the student concerned.
  - ( 7 ) In the event of a student paying tuition fee (including laboratory fee if any) at more than one Post-graduate Department and/or Post-graduate Centre, the required amount of the fee (including laboratory fee if any) shall be retained by the University where he gets finally admitted and the tuition fee or fees (including laboratory fee if any) paid at other centres shall be refunded at his cost to the student concerned.
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