



अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर (छ.ग.)

पुराना हाईकोर्ट भवन, बिलासपुर (छ.ग.) 495001,
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क्रमांक 175 / अका. / 2019

बिलासपुर, दिनांक 15/03/2019

अधिसूचना

विश्वविद्यालय समन्वय समिति की 26वीं बैठक दिनांक 13.09.2018 के कार्यवाही विवरण में इस विश्वविद्यालय के प्रस्ताव क्रमांक-17 Refund of Fees (शुल्क वापसी) संबंधी विश्वविद्यालय अनुदान आयोग की अधिसूचना विषय-Remittance and Refund of Fees and Other centric Issues दिनांक 06.12.2016 की कंडिका क्रमांक 4.2 के अनुसार विश्वविद्यालय शिक्षण विभाग में प्रवेशित छात्रों के प्रवेश निरस्त कराने पर शुल्क वापसी के निर्णय को इस विश्वविद्यालय के कार्यपरिषद की बीसवीं बैठक दिनांक 30.10.2018 में यथावत अंगीकृत किया गया है, जो शैक्षणिक सत्र 2019-20 से प्रभावशील होगा।

अतः उपरोक्तानुसार क्रियान्वयन सुनिश्चित करें।

आदेशानुसार

27/3/19
कुलसचिव

बिलासपुर, दिनांक 15/03/2019

पृ.क्रमांक 176 / अका. / 2019

प्रतिलिपि:-

- 01/ माननीय कुलपति महोदय के सूचनार्थ प्रेषित।
- 02/ सचिव, छ.ग. शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, अटल नगर, रायपुर (छ.ग.) को सूचनार्थ प्रेषित।
- 03/ वित्ताधिकारी, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
- 04/ समस्त विभागाध्यक्ष एवं विभाग प्रमुख, विश्वविद्यालय शिक्षण विभाग/अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

Meha..

सहायक कुलसचिव (अका.)



University Grants Commission

Notification

on

Refund of Fees and Non-Retention of Original Certificates

October, 2018

1. Introduction:

The Commission has notified University Grants Commission (Grievance Redressal) Regulations, 2012 on redressal of multifarious grievances of students. But given the sheer volume of the complaints regarding non-refund of fees and retention of original certificates by Higher Educational Institutions (HEI), the Commission felt the need to notify elaborate instructions so as to curb such malpractices and decided to issue appropriate instructions in the form of this Notification to all universities and other HEIs under the purview of the UGC.

2. Objective:

To prohibit coercive and profiteering institutional practices in the matters related to refund of fees in case of withdrawal from the programme and retention of original certificates at the time of and / or after admission.

In exercise of powers conferred by Section 12 (d) read with Section 12(j) of the UGC Act, 1956, the UGC issues this Notification for adoption of standard operating procedures in the matters related to refund of fees in the event of student's withdrawal from the program and non-retention of certificates at the time of admission.

status, physical assets and amenities, course-wise sanctioned intake of students, various types of fees payable for different programmes, total fees payable for an entire programme, last date of admission, details of faculty, members of governing bodies and minutes of the meetings of bodies like Academic/Executive Council, sources of income, the financial situation and any other information about its functioning, necessary for an applicant to make a fully informed choice.

4.1.2 HEIs shall charge fees in advance only for the semester/year in which a student is to engage in academic activities. Collecting advance fees for the entire programme of study or for more than one semester/year in which a student is enrolled is strictly prohibited.

4.1.3 If a student chooses to withdraw from the programme of study in which he/she is enrolled, the institution concerned shall follow the following five-tier system for the refund of fees* remitted by the student.

S. No	Percentage of Refund of fees*	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 last date of admission
(5)	00%	More than 30 days after formally-notified last date of admission

4.3.1 All HEIs shall mandatorily have a "Grievance Redressal Mechanism" (GRM) as mandated by UGC (Grievance Redressal) Regulations, 2012, as amended from time to time, to address and effectively resolve complaints, representations and grievances related to any of the issues mentioned in this Notification.

4.3.2 The GRM shall be available on HEI website.

4.3.3 HEIs shall ensure that all grievances received are addressed as deemed fit within 30 days.

5. Punitive Actions by Commission against defaulting HEIs

The Commission, in respect of any HEI which contravenes or fails to comply with the provisions of this Notification, shall proceed to take one or more of the following actions, namely:-

- (a) withdrawal of declaration of fitness to receive grants under Section 12B of the UGC Act, 1956;
- (b) withholding any grant allocated to the HEI;
- (c) declaring the HEI ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, about the non-compliance by the HEI concerned;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college / institute;
- (f) recommend to the Central Government for withdrawal of declaration as Institution deemed to be university, in case of an institution deemed to be university;
- (g) recommend to the appropriate State Government for appropriate necessary action in case of a university established or incorporated under a State Act;



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अतः उपरोक्तानुसार क्रियान्वयन सुनिश्चित करें।

आदेशानुसार,

20/3/19

कुलसचिव

बिलासपुर, दिनांक 15/03/2019

पृ.क्रमांक 166 / अका. / 2019

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- 03/ वित्ताधिकारी, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
- 04/ समस्त विभागाध्यक्ष एवं विभाग प्रमुख, विश्वविद्यालय शिक्षण विभाग/अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
- 05/ प्राचार्य, समस्त संबद्ध महाविद्यालय, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर (छ.ग.) को आवश्यक कार्यवाही हेतु सूचनार्थ प्रेषित।

Yeha

सहायक कुलसचिव (अका.)