



PG ADMISSION NOTIFICATION - 17

REFUND POLICY OF UNIVERSITY OF JAMMU (1st Semester Only)
(ACADEMIC YEAR 2025-26)

REFUND OF FEE & NON-RETENTION OF ORIGINAL CERTIFICATES:

If a student having been admitted to a programme discontinue/ withdraw/ cancel admission within a time period specified by the University he/she shall be allowed a full refund of fees subject to the guidelines issued by the University to enable them to opt for a course of their choice:-

- Notwithstanding anything contained in any guidelines/prospectus/notification/schedule, a full refund of fees shall be made by the University on account of all cancellations of admissions of students **upto 15th September, 2025 and with a deduction of Rs. 500/- as a processing fee, upto 30th September, 2025. All original certificates shall also be returned herewith.**
- For any admission schedule extending/commencing beyond/after **30th September, 2025**, the Refund of fees and Non-Retention of original certificates shall apply as below:-

Category	Percentage of Refund of Fees	Point of time when notice / application of withdrawal of admission is received
1.	100%	15 days or more before 30 th September, 2025
2.	90%	Less than 15 days before 30 th September, 2025
3.	80%	15 days or less after 30 th September, 2025
4.	50%	30 days or less, but more than 15 days, after 30 th September, 2025
5.	00%	More than 30 days after 30 th September, 2025

NOTE:

- In case of (1) above not more than **5%** of the fees paid by the student, subject to a maximum of **Rs.500 (Rupees Five Hundred only)**, will be deducted as processing charges.
- Admission Fee shall be refunded to the eligible student **within 15 (fifteen)** days from the date of receiving a written application.
- This refund policy shall remain in force until UGC notify its refund policy for the Academic Year 2025-26 or any other fresh Refund Policy.**
- Applicants opted UPGRADE option, during the admission process, and paid a requisite token fee of INR 2000/- shall be REFUNDED, in full, to the concerned applicants by the concerned Departments/ Nodal Departments of the University.

No: DAA/25/2160
Dated: 29/07/2025


Joint Registrar (Acad. Affairs)

 

Copy to:

- Spl. Secy to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
- Sr. P.A to Dean Academic Affairs for information of the DAA please.
- All Heads/ Rectors/ Directors of the Teaching/ Nodal Departments/Offsite Campuses of the University.
- Guard File