

INSTRUCTIONS FOR REFUND OF FEE

The enrollment, registration, exemption and examination fee may be refunded in the following circumstances only:

- Candidate declares ineligible for any enrollment, registration, exemption or examination requirement(s).
- Candidate submits application for not appearing in examination on or before the last date of submission of examination forms.

Please note that:

- paid “Student copy” of bank credit voucher should be submitted along with the RFD form.
- Rs. 150/- will be deducted as services charges. In case of exemption from papers, per subject Rs. 150/- will be deducted.
- fee will not be refunded in cash.
- if the candidate has no bank account, he/she can submit the account details of his/her parents or close relatives.
- in case, fee is paid through Debit/Credit card then amount will be refunded through reversal of payment in the same Debit/Credit card.
- in case, fee is paid through banking channel then amount will be transferred directly into applicant bank account only.
- please obtain the IBAN from the concerned bank if you do not know it already. Sometimes the IBAN can also be found on cheques and/or on bank statements. It is very important that we receive the correct IBAN for a timely and accurate refund.