



Date: 28<sup>th</sup> May, 2025

## NOTICE

### FEE REFUND POLICY 2025-26

**Process of cancellation of admission is as follows:-**

- Applicant must fill the admission cancellation form available on counter no: 3 & 4.
- List of mandatory documents including Cancellation Form to be submitted for the process of cancellation is as follows:
  - Fee receipt
  - Cancelled Cheque.
- Admission cancellation will be processed by the College office.
- Refund will be sent as per the rules and regulations of the Mithibai College adopted from the rules of the UGC (**Letter No. D.O.No.F.2-71/2022(CPP-II)(114546), dated 12<sup>th</sup> June, 2024**)

The following is the fee refund policy as per UGC for the Academic Session 2025-2026:-

- a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs 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.
- b. 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 (reproduced below for ready reference).



NAAC Accredited A++ Grade, CGPA : 3.55 (November 2024)  
Best College (2016-17), University of Mumbai

Category	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 <b>before</b> the formally notified last date of admission
(2)	90%	Less than 15 days <b>before</b> the formally notified last date of admission
(3)	80%	15 days or less <b>after</b> the formally notified last date of admission
(4)	50%	30 days or less, but more than 15 days <b>after formally</b> notified last date of admission
(5)	00%	More than 30 days <b>after</b> formally notified last date of admission

- c. This policy will remain in force for subsequent Academic Sessions until the issuance of a revised policy by the UGC.

*KDesai*

Prof. Krutika Desai  
Principal *mw*