

A.V. COLLEGE OF ARTS, SCIENCE & COMMERCE

GAGAN MAHAL HYDERABAD-500029. T.S.

Phone : 040-27637751 Web : www.avcollege.in
(Affiliated to Osmania University)

Re-Accredited by NAAC with B⁺⁺ Grade

Vision : Empowerment Through Pursuit of Excellence



Estd : 1968



Ref: 29/AVC/2025

Fee Refund Policy

Introduction

This policy outlines the refund process for fees paid by students seeking withdrawal from a course or program at **A.V. College**. Refunds will be processed in accordance with the guidelines set by regulatory authorities and the Institution's internal policies.

2. Eligibility for Refund

A student may be eligible for a fee refund under the following circumstances:

- Voluntary withdrawal from the course within the stipulated time.
- Cancellation of admission by the college due to non-fulfilment of eligibility criteria.
- Course discontinuation or non-commencement by the institution.

3. Refund Schedule

Refunds will be processed based on the date of withdrawal in relation to the academic session's commencement date:

Time of Withdrawal	Refund of Tuition Fees
15 days or more before the formally notified last date of 1 st Phase of Admission by DOST, CPGET & ICET	100%
15 days or more before the formally notified last date of 2 nd Phase of Admission by DOST, CPGET & ICET	90%
15 days or more before the formally notified last date of 3 rd Phase of Admission by DOST, CPGET & ICET	80%
After 3 rd Phase or before the Spot Admission Phase by DOST, CPGET & ICET	50%
After Spot Admission by DOST, CPGET & ICET	No Refund

4. Refund Process

1. The student must submit a written request along with relevant documents to the Admissions/Accounts Office.
2. The request will be reviewed, and approval will be granted based on the eligibility criteria.
3. The refund amount will be transferred via bank transfer or cheque within **15** working days from approval.

5. Special Cases

- **Medical or Other Exceptional Circumstances:** Refunds may be considered on a case-by-case basis upon submission of valid medical documents or other supporting evidence.
- **Cancellation by College:** If admission is cancelled due to administrative reasons, a full refund will be issued.


6. Contact Details

For any queries regarding fee refunds, students may contact:

Contact Person: Mr. Y. Ragotham Reddy

 **Phone:** +91 7799163705

 **Office:** A.V. College Office


Correspondent
CORRESPONDENT
A.V. COLLEGE OF
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GAGANMAHAL, HYD-500 029 (T.S)