



# LOYOLA INSTITUTE OF TECHNOLOGY

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai

Accredited by NAAC with "A" Grade & An ISO 9001-2015 Certified Institution

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## Fee Refund Policy 2024-25

### (In Compliance with UGC (Redressal of Grievances of Students) Regulations, 2023)

LOYOLA INSTITUTE OF TECHNOLOGY shall consider the request for cancellation of admission / withdrawal if the request is made in line with the following :

If the student chooses to withdraw from the program in which he/she is enrolled, the refund of the paid fees will be made as per the following UGC guidelines:

- a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the Loyola Institute of Technology (LIT) 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 as given below:

Category	Percentage of Refund of Fee	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 formally notified the last date of admission
4.	50%	30 days or less, but more than 15 days AFTER formally notified the last date of admission
5.	0%	More than 30days AFTER formally notified last date of admission



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