



**SES'S L.S.RAHEJA COLLEGE OF ARTS AND COMMERCE (AUTONOMOUS)**  
**SANTACRUZ WEST, MUMBAI 400054.**



## **REGULATION FOR REFUND OF FEES 2024**

**WITH EFFECT FROM A.Y. 2024-25 AND ONWARDS.**

**APPROVED BY THE FINANCE COMMITTEE ON 24<sup>TH</sup> APRIL, 2024**

**APPROVED BY THE GOVERNING BODY ON 6<sup>TH</sup> MAY 2024**



# SES's L.S. RAHEJA COLLEGE OF ARTS AND COMMERCE(AUTONOMOUS)

## REGULATION FOR REFUND OF FEES 2024

The L. S. Raheja College of Arts and Commerce, hereinafter will be referred to as LSRC for brevity, has been granted autonomy by the UGC and the University from 2024-25. In view of this, it is necessary for the college to have its own regulations on refund of fees. These regulations hereinafter will be referred to as RRF-2024 for brevity.

LSRC believes in refund of fees to student/s in the event of cancellation of his/her admission to the LSRC. Deduction of fees under RRF 2024 is based the date of commencement of academic session/classes/lectures duly notified by circulating notice posted on the college website and on students' portal and app. Copy of the same notice is to be marked to the Registrar and Accounts Section of the LSRC. The RRF 2024 must be published in the college prospectus.

If a learner/student cancels his/her admission in LSRC upto 30<sup>th</sup> September will be liable for 100% refund. With a deduction of Rs.1000/ as a processing fee is upto 31<sup>st</sup> October. Deductions of fees may include:

- i. University shares (US), if paid to the University by the college. If LSRC has already paid the University shares to the University, no refund of US will be made to the student/s concerned.
- ii. If identity card is issued to the student, no refund on I card fee will be made.

**NO REFUND OF FEES AFTER 31<sup>ST</sup> OCTOBER. Students paying fees in installments are required to pay the balance fees if they want to cancel their admission after 31<sup>st</sup> October.** All admissible refunds should be made to the student/s concerned within thirty (30) days from the date of cancellation of admission, provided student provides bank details etc. at the time of cancellation of admission. If the fees paid are less than the admissible refund, student/s concerned is liable to pay the shortfall amount to cancel his/her admission. At the time of admission, an undertaking form given annexure-I should be taken from student and parent concerned. It is pertinent to note that fees paid by student/s will not be refunded to those who have sought admission in any of the FY programmes in Management Quota,

The RRF 2024 comes into effect from the academic year of 2024-25 and onwards.

Approved by the Finance Committee vide its meeting held on 24/04/2024

Ratified by the Governing Body vide its meeting held on 06/05/2024



**FOLLOWING IS THE SCHEME OF FEE REFUND**

Stage	Point of time when notice of withdrawal of admission is received in the HEI	REFUNDABLE	DEDUCTIONS
(1)	<b>Up to 30<sup>th</sup> September.</b>	All fees in full and University shares and Group insurance, if not paid.	NIL
(2)	<b>1<sup>st</sup> October to 31<sup>st</sup> October</b>	All fees in full and University shares and Group insurance, if not paid.	INR 1000/towards administrative charges.
(3)	<b>After 31<sup>st</sup> October</b>	Caution Money and all Deposit in full and University shares and Group insurance, if not paid. <b>NO REFUND of other Heads of Fees.</b>	NO REFUND of other Heads of Fees.

*\* Total Fees: Refers to fees assigned to each programme and payable by students. If I card is issued, no refund of I Card fee.*



***Annexure-I***

**JOINT UNDERTAKING BY STUDENT AND PARENT OF THE STUDENT CONCERNED**

I .....(name of the student)..... sought admission to  
.....(programme)..... at SES's L.S. Raheja College of Arts and Commerce (AUTONOMOUS) In the  
AY 2024-25 on.....(date).....I understand that I have read and understood the Regulation of  
Refund of Fees 2024(posted on the website and printed in the College Prospectus 2024-25. I  
shall abide by the Regulation of Refund of Fees 2024 in the event of cancellation of my  
admission from this college.

Date:

Name and signature

I agree.

Date:

Name and signature of the parent/guardian