



GUIDELINES FOR ADMISSION CANCELLATION AND REFUND OF FEES

- 1) The B.Tech./B.Arch. admission to Visvesvaraya National Institute of Technology, Nagpur are done through Central Admission Authority (JoSAA / CSAB) by considering the result of JEE-Mains and conducting multiple rounds under the admissions process controlled centrally. (Link: <http://josaa.nic.in/>)
- 2) The B.Tech./B.Arch. admissions for Students from staying abroad / NRI Students to Visvesvaraya National Institute of Technology, Nagpur are done through Central Admission Authority (DASA) by considering the result of SAT Exam and their 12th Exam Result. DASA conducts various rounds under the admissions process controlled centrally for creating merit list and based on SAT Score. (Link: <https://dasanit.org/>)
- 3) The M.Tech. admissions to Visvesvaraya National Institute of Technology, Nagpur are done through Central Admission Authority (CCMT) by considering the result of GATE Score and conducting multiple rounds under the admissions process controlled centrally. (Link: <https://ccmt.nic.in>)
- 4) The M.Sc. admissions to Visvesvaraya National Institute of Technology, Nagpur are done through Central Admission Authority (CCMN) by considering the result of JAM Score and conducting multiple rounds under the admissions process controlled centrally. (Link: <https://ccmn.admissions.nic.in>)

At the time of Physical Institute reporting student pays the institute reporting fees (part fees) when he/she reports for admission to the Institute personally, and remaining part of fees received by the institute from the Central Admission Authority after all Central Admission Process completed in all respect.

However, every year students are requesting cancellation during the admission process or after taking admission in the Institute. Students are requesting cancellation of admission from institute on various grounds after completion of six months / one year or even after two years.

This guidelines, therefore, describes the various conditions / possibilities on which the cancellation request has been processed and, therefore, on that basis the refund will be processed.

Further, these guidelines also covers the admission cancellation/refund at 2nd year of study and onwards.



Cancellation & Refund Policy:

- 1) After reporting (as per admission authority schedule), in case the candidate withdraws / cancels his/her admission, and no admission round is available to fill up the vacant seats arising out of withdrawal/cancellation, **Full Tuition Fees will be forfeited (deducted)**. If admission is withdrawn / cancelled within 30 days of commencement of classes, candidate shall receive refund of other fees (excluding tuition fee) and deposit (Library Deposit & Caution Deposit) amount only. If admission is withdrawn / cancelled after 30 days of commencement of classes, candidate shall receive refund of deposit (Library Deposit & Caution Deposit) amount only.
- 2) Additional admission round, if any, is conducted by the Institute and if the vacancies arising out of the candidate's withdrawal/cancellation (in previous rounds) are included in the additional admission round, fees will be refunded after deduction of Rs.1000/- (from tuition fees). Such refunds will be processed after receiving initial fees from the Admission authorities.
- 3) In case, the candidate seat is allotted to the VNIT, Nagpur through any of the rounds, and if the candidate does not report in person for admission / Institute Reporting, then the candidate will not receive any refund of fees.
- 4) In any of the above cases, the refunds will be processed only after receiving initial fees from the Central Admission Authority.
- 5) All the legal matters arising during admission process shall be dealt with under **Jurisdiction of Nagpur District** only.

Cancellation / Withdrawal of Seat on Medical Ground:

If a PwD (Person with Disabilities) candidate reporting for admission, he/she must go through Medical Examination (at the time of Institute Reporting) for the disability he/she is claiming. This medical test must be done irrespective of his/her earlier test done at the time of document verification (at Reporting Center). If the medical test comes negative in terms of report, then the PwD (Disability) claim of the candidate stand **CANCELLED**, even if his/her earlier test at document verification (at Reporting Center) proves his/her disability correct.

Refund of fees in case of admission cancellation at 2nd year or higher year of studies:

If a student is requesting admission cancellation within one month of starting of any session / commencement of classes, after deduction of 10% of tuition fees (paid in that current semester), student will receive refund of all fees + Library & Caution Deposit paid by the student at the time of admission. If student has not paid any fees at the starting of the semester and requesting for cancellation, then he/she will receive only Library & Caution Deposit. If student requesting cancellation of admission after one month in any session, then he/she will receive only Library & Caution Deposit.

Dean (Academic)