



# SMSG Jain Degree College

17<sup>th</sup> C Cross, CMH Road, Indiranagar, Bangalore – 560 038

T : 080 2525 0843 | M : 799 620 2111 / 3111 / 4111 / 5111

E: admissions@jaincolleges.com | Web : www.jaincolleges.com

## Admission Cancellation and Refund Policy

This policy outlines the process and terms for students who wish to cancel their admission and seek a refund of the fees paid.

### 1. Definitions

- Date of Admission: The date on which the student submits the application form for admission and submits all required documents and paying the fee (partial or full).
- Processing Fee: A non-refundable administrative fee charged for handling the application and admission process. This will be decided by the management from time to time and shall vary for different courses.
- Uniform Fee: A non-refundable charge towards uniforms provided at the time of admission.

### 2. Refund Policy

Time of Cancellation	Refund Details
Within 3 days from the date of admission	100% fee is eligible for a refund. Student will have to pay the processing fee and uniform fee.
After 3 days but within 10 days from the date of admission	50% of the total fee is eligible for a refund. Student will have to pay 50% of the total fee alongwith the processing fee and uniform fee.
After 10 days from the date of admission	No refund will be provided under any circumstances. Student will have to pay 100% of the fees alongwith processing fees.

### 3. Important Conditions

- The request for cancellation must be made in writing to the college administration, clearly stating the reason for cancellation.
- The date of receipt of the written cancellation request will be treated as the official date of cancellation.
- Refunds (if applicable) will be processed within 15 working days from the date of acceptance of the cancellation request by the administration.
- The refund amount will be transferred to the bank account of the parent/guardian or student (as applicable) via NEFT/RTGS. No cash refunds will be provided.



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- Uniforms, ID cards, and any other material issued must be returned in proper condition before the refund is processed.

## 4. Special Considerations

- In cases where admission is cancelled due to disciplinary action or misrepresentation of facts, no refund will be granted.
- In the case of withdrawal due to medical emergencies, a written request along with supporting documents (such as medical certificates) may be submitted to the Principal. A partial refund may be considered on compassionate grounds, subject to management discretion.

## 5. Jurisdiction

All disputes related to admission cancellation and refunds shall be subject to the jurisdiction of the courts in Bangalore only.