

## Fee Refund Policy

Though the fees paid by the students are non-refundable under any circumstances, INIFD South Mumbai has a refund policy (subject to management discretion).

SL	Description	Deductions
1	Students admitted to a Programme but informs INIFD South Mumbai <b>in writing</b> about withdrawal / not joining the Programme before the commencement of scheduled batch date	<ul style="list-style-type: none"> <li>○ In case the students opts to join the course within 12 months of the schedule batch date, the fees paid will be adjusted from new fees of the new batch post a deduction of Rs. 15,000.</li> <li>○ Else, registration fees of Rs. 35,000 will be deducted and the balance fees will be refunded.</li> <li>○ All applicable taxes mentioned in the fee receipt.</li> <li>○ All demand drafts provided for registrations / corporate share / university fees, etc</li> </ul>
2	Students joined the Programme, attended classes up to 30 calendar days and informed INIFD South Mumbai in writing about withdrawal / not continuing the Programme OR Students not attended any classes but informed INIFD South Mumbai in writing about withdrawal / not continuing within 30 calendar days of commencement of scheduled batch date	<ul style="list-style-type: none"> <li>○ In case the students opts to join the course within 12 months of the schedule batch date, the fees paid will be adjusted from new fees of the new batch post a deduction of Rs 15,000.</li> <li>○ Else, the following deductions <ul style="list-style-type: none"> <li>▪ Registration fees: Rs 35,000</li> <li>▪ Tuition Fees: 50% of balance fees of amount paid, whichever is lower</li> </ul> </li> <li>○ All applicable taxes mentioned in the fee receipt.</li> <li>○ All demand drafts provided for registrations / corporate share / university fees, etc</li> </ul>
3	Students joined the Programme, attended classes more than 30 calendar days and informed INIFD South Mumbai in writing about withdrawal / not continuing the Programme OR Students not attended any classes but informed INIFD South Mumbai in writing about withdrawal / not continuing post 30 calendar days commencement of scheduled batch date	<ul style="list-style-type: none"> <li>○ In case the students opts to join the course within 12 months of the schedule batch date, the fees paid will be adjusted from new fees of the new batch post a deduction of Rs. 20,000.</li> <li>○ 100% of the amount paid by the student in any form of cash / cheque / DD in any name</li> <li>○ All applicable taxes mentioned in the fee receipt.</li> </ul>

- \* Subject to submission of Undertaking in Form no 208 along with Original receipts
- \* Only hand written applications towards withdrawal / cancellation of admission submitted to Principals Office will be entertained.
- \* Applicable tax will be deducted on the refund amount / deductions.
- \* The processing of refund request will take minimum 3 weeks
- \* Mid-season transfer of admission to another INIFD centre is not possible
- \* Registration fees forms part of the centre fees.

The above document is subject to change without further intimation or notice.