



ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ  
ਡੱਬਵਾਲੀ ਰੋਡ, ਬਠਿੰਡਾ - 151001

**Maharaja Ranjit Singh Punjab Technical University**  
DABWALI ROAD, BATHINDA-151001

[A State University Estb. by Govt. of Punjab Act No. 5(2015) u/s 2(f) & Approved u/s 12B of UGC Act, 1956]

ਐਸੋ. ਡੀਨ (ਅਕਾਦਮਿਕ ਮਾਮਲੇ)

Associate Dean(Academic Affairs)

Ref. No.: DAA/MRSPTU/2023/ 4207

Date: 28/06/2023

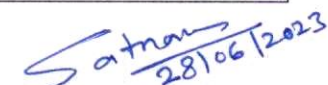
**Notification**

(Through E-Mail only)

Consequent upon the approval from the Competent Authority vide e-office File No. I-15/804/2023-DEAN ACAD-MRSPTU-BTD dated 27.06.2023, university is pleased to notify the refund rules for adjustment of fees on seat surrender for its Main Campus/GZSCCET/ PITs/ PSAEC, Patiala/ Affiliated Colleges for session 2023-24.

Sr. No.	Description of Admission	Decisions/Recommendations
1.	For Admission to AICTE/UA-AICTE/ UA-PCI/ PCI/ CoA programme through Centralized/Direct Online Counselling	<ul style="list-style-type: none"><li>• <b>The last date of admission is 15.09.2023.</b></li></ul> <p>The refund of fees on seat surrender shall be as per the AICTE/ DTE&amp;IT, Punjab norms;</p> <ol style="list-style-type: none"><li>1. In the event of a student withdrawing before the start of the Course, the entire fee collected from the student, after a deduction of the processing fee of not more than ₹1000/- (Rupees One Thousand only) shall be refunded by the Institution. It would not be permissible for Institutions to retain the School/ Institution Leaving Certificates in original.</li><li>2. In case, if a student leaves after joining the Course and if the vacated seat is consequently filled by another student by the last date of admission, the Institution must refund the fee collected after a deduction of the processing fee of not more than ₹1000/- (Rupees One Thousand only) and proportionate deductions of monthly fees and hostel rent, where applicable.</li><li>3. In case the vacated seat is not filled, the Institution shall refund the Security Deposit and return the original documents.</li><li>4. The Institution should not demand fee for the subsequent years from the students cancelling their admission at any point of time. Fee refund along with the return of Certificates should be completed within 7 days.</li></ol>

2.	For Admission to UGC/ Non-AICTE/ Skill/ PG Diploma/ Diploma programmes through Centralized/ Direct Online Counselling under MRSPTU, Bathinda	<ul style="list-style-type: none"> <li>The last date of Admission is 15.09.2023.</li> </ul> <p>The refund of fees on seat surrender shall be as per <b>UGC Notification</b> on 'Refund of Fees and Non-Retention of Original Certificates, October, 2018' adopted by MRSPTU, Bathinda. Accordingly, if a student chooses to withdraw from the programme of study in which he/she is enrolled, the institution concerned shall follow the following five-tier system for the refund of fees* remitted by the student.</p>																		
		<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Percentage of Refund of fees*</th> <th>Point of time when notice of withdrawal of admission is received in the HEI</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>100%</td> <td>15 days or more <b>before</b> the formally notified last date of admission (Withdrawal of admission upto 31.08.2023)</td> </tr> <tr> <td>2.</td> <td>90%</td> <td>Less than 15 days <b>before</b> the formally notified last date of admission (1<sup>st</sup> Sep., 2023 to 15<sup>th</sup> Sep., 2023)</td> </tr> <tr> <td>3.</td> <td>80%</td> <td>15 days or less <b>after</b> the formally notified last date of admission (16<sup>th</sup> Sep., 2023 to 30<sup>th</sup> Sep., 2023)</td> </tr> <tr> <td>4.</td> <td>50%</td> <td>30 days or less, but more than 15 days, <b>after</b> formally-notified last date of admission (01<sup>st</sup> Oct., 2023 to 15<sup>th</sup> Oct., 2023)</td> </tr> <tr> <td>5.</td> <td>00%</td> <td>More than 30 days <b>after</b> formally notified last date of admission (15<sup>th</sup> Oct., 2023 onwards)</td> </tr> </tbody> </table>	Sr. No.	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI	1.	100%	15 days or more <b>before</b> the formally notified last date of admission (Withdrawal of admission upto 31.08.2023)	2.	90%	Less than 15 days <b>before</b> the formally notified last date of admission (1 <sup>st</sup> Sep., 2023 to 15 <sup>th</sup> Sep., 2023)	3.	80%	15 days or less <b>after</b> the formally notified last date of admission (16 <sup>th</sup> Sep., 2023 to 30 <sup>th</sup> Sep., 2023)	4.	50%	30 days or less, but more than 15 days, <b>after</b> formally-notified last date of admission (01 <sup>st</sup> Oct., 2023 to 15 <sup>th</sup> Oct., 2023)	5.	00%	More than 30 days <b>after</b> formally notified last date of admission (15 <sup>th</sup> Oct., 2023 onwards)
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<p><b>NOTE: *Caution money and security deposit, which are not part of the fees chargeable, shall be refunded in full.</b></p>																				
<p>1. In case of (Sr. No. 1) in the table above, an amount not more than 5% of the fees paid by the student may be deducted, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount including University Counselling Fee.</p>																				
<p>2. In case of (Sr. No. 2, 3, 4, 5) in the table above, the University Counselling Fee shall be non-refundable.</p>																				
<p>3. Fees shall be refunded by all HEIS to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.</p>																				

  
 Assistant Dean (Academic Affairs),  
 MRSPTU, BATHINDA

**Copy to:**

1. PA to Vice Chancellor, MRSPTU, Bathinda for information to the Hon'ble Vice Chancellor
2. Registrar, MRSPTU, Bathinda
3. COE, MRSPTU, Bathinda
4. Chairman Admissions, MRSPTU, Bathinda
5. Prof. I/C, Finance, MRSPTU, Bathinda
6. Prof. I/C, ITES, MRSPTU, Bathinda for uploading this on University website.
7. SAPMS, MRSPTU, Bathinda
8. Heads/Directors of University Main Campus/GZSCCET/PITs/PSAEC, Patiala/ Affiliated colleges of MRSPTU, Bathinda through E-mail