



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/2024/ 188

Date: 09/07/2024

Notification

(Through E-Mail only)

Consequent upon the minutes of meeting approved vide no. DAA/MRSPTU/2024/4531 dated 05.07.2024, 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 2024-25**.

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">• The last date of admission is 15.09.2024. The refund of fees on seat surrender shall be as per the AICTE/ DTE&IT, Punjab norms; <ol style="list-style-type: none">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 Rs.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.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 Rs.1000/- (Rupees One Thousand only) and proportionate deductions of monthly Fee and hostel rent, where applicable.3. In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.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. The counselling fee of ₹3000 per student is non-refundable and is separate from the processing fee.
2.	For Admission to UGC/ Non-AICTE/ Skill/ PG Skill/ PG Diploma/ Diploma programmes through Centralized/	<ul style="list-style-type: none">• The last date of Admission is 30.09.2024. The refund of fees on seat surrender shall be as per UGC Letter D.O. No.F.2-71/2022 (CPP-II) (C-114546) dated 12.06.2024 for UGC programmes. <p>Notwithstanding anything contained in any guidelines / prospectus/ notification/schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admissions/migrations of students up to 30th September 2024 and with a deduction of not more than Rs.1,000, as a processing fee, up to 31st October 2024.</p>

**Direct Online
Counselling
under
MRSPTU,
Bathinda**

For any admission schedule extending/commencing beyond/after 31st October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

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 before the formally notified last date of admission (Withdrawal of admission upto 15.09.2024)
2.	90%	Less than 15 days before the formally notified last date of admission (16.09.2024 – 30.09.2024)
3.	80%	15 days or less after the formally notified last date of admission (01.10.2024 – 15.10.2024)
4.	50%	30 days or less, but more than 15 days after formally-notified last date of admission (16.10.2024 – 30.10.2024)
5.	00%	More than 30 days after formally notified last date of admission (31.10.2024 onwards)

NOTE: *Caution money and security deposit, which are not part of the fees chargeable, shall be refunded in full.

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.**
2. In case of (Sr. No. 2, 3, 4, 5) in the table above, the University Counselling Fee shall be non-refundable.
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.

The counselling fee of ₹3000 per student is non-refundable and is separate from the processing fee.

**Associate Dean (Academic Affairs),
MRSPTU, BATHINDA**

Copy to:

1. PA to Vice Chancellor, MRSPTU, Bathinda
2. Registrar, MRSPTU, Bathinda
3. Prof. I/C, Finance, MRSPTU, Bathinda
4. COE, MRSPTU, Bathinda
5. Chairman Admissions, MRSPTU, Bathinda
6. Prof. I/C, ITES, MRSPTU, Bathinda for uploading this on University website.
7. Prof. I/C PMSS, MRSPTU, Bathinda
8. Heads/Directors of University Main Campus/GZSCCET/PITs/PSAEC, Patiala/ Affiliated colleges of MRSPTU, Bathinda