

Lovely Professional University

Refund Policy (Open and Distance Learning Mode)

1. Refund in case of Fee Paid: Semester Wise

i. **Withdrawal on or before after the last date of admission:**

In case an applicant withdraws on or before the last date of admission, then the amount already deposited by the applicant after deduction of processing fee of Rs 500/- (Rupees Five Hundred), shall be refunded.

ii. **Withdrawal within 15 days after the last date of admission:**

In case an applicant withdraws not more than 15 days after the last date of admission, then the amount already deposited by the applicant after deduction of 20% of total fee prescribed by the university shall be refunded.

iii. **Withdrawal after 15 days but less than 30 days after the last date of admission:**

In case an applicant withdraws after 15 days but less than 30 days after the last date of admission, then the amount already deposited by the applicant after deduction of 50% of total fee prescribed by the university shall be refunded.

iv. **Withdrawal after 30 days after the last date of admission**

In case an applicant withdraws after 30 days from the last date of admission, he/she shall have no claim of refund of any fee or other charges already paid or otherwise, whatsoever against / from the University.

Note: Last date of admission shall be as formally notified by UGC

2. Refund in case of Fee Paid: Annual / Lumpsum

- i. In case an applicant requests for refund till 30 days after the the last date of admission, refund will be processed on the similar lines of first three timelines (i, ii, iii) mentioned in point no. 1. Balance Annual / lumpsum fee deposited by the applicant shall be refunded after deduction of applicable percentage of actual program fee.
- ii. In case an applicant requests for refund after 30 days of the last date of admission, balance Annual / lumpsum fee deposited by the applicant shall be refunded after the deduction of actual programme fee and examination fee applicable for first semester.
- iii. Once an applicant gets promoted to second semester, he/she shall have no claim of refund of any fee or other charges already paid or otherwise, whatsoever against / from the University.

3. Non Refundable Fees/Cases:

- a. Amount paid for Application Fee, Processing Fee, Registration Fee, Late Fee (if applicable), Programme Transfer Fee and other charges is non-refundable under all circumstances, unless otherwise specifically prescribed as refundable.
- b. If, a candidate has unknowingly or willfully concealed or suppressed any information/fact or if found impersonating or using any fraudulent means for getting the admission in the University, which renders him ineligible for the admission, the admission of such an applicant shall be cancelled and/ or he/she will be liable to disciplinary action(s) as decided by the University and/or as per the law of land. That candidate shall have no claim of refund of fee or other charges already paid or otherwise, whatsoever against the University.

4. Procedure of Refund:

- a. Applicants may send their refund related requests/ queries at **lpude.refund@lpu.co.in** .
- b. Then, applicant needs to fill the prescribed form.
- c. Refund application in the prescribed format, received up to 30 days after the last date of admission for the concerned programme will be accepted on **lpude.refund@lpu.co.in** and thereafter, no application for refund will be accepted.
- d. Any amount, if refunded, will be in Indian Currency only.
- e. Refund if any payable shall be without any interest thereon and candidate/parent/ guardian shall have no claim or demand/claim interest on fee paid/ refund amount if any from university.

2. In case student pays his fee through:

- a. **Credit Card /Credit Card EMI/ Bank Loan:** Refund shall be credited to student's account only, University shall not be liable for any interaction with the student's bank or Credit card issuing authority.
 - b. **Loan/Finance company having tie-up with University:** No objection certificate (NOC) is to be procured from Loan/Finance company having tie-up with University by the student, and refund shall be applicable as per guidelines of Loan / Finance company.
3. Other conditions for refund shall be as prescribed by the university from time to time.