



**Dr. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONEPAT**  
**(Established under Haryana Act No. 15 of 2012)**

**Refund of fee as UGC Notification**

**Point of time when notice of withdrawal of admission is received in the Higher Educational Institutions (HEI)**

- \* 1. 100%: 15 days or more **before** the formally-notified last date of admission
2. 90% : Less than 15 days **before** the formally-notified last date of admission
3. 80% : 15 days or less **after** the formally-notified last date of admission
4. 50% : 30 days or less, but more than 15 days, **after** formally-notified last date of admission
5. 00% : More than 30 days **after** formally-notified last date of admission.
  - (i) Monthly Room rent and other charges for the period, student has occupied the hostel room considering day(s) in a month as full month.
  - (ii) Mess Charges as per actual Mess Bill shall be deducted.

**Note:**

- 1 DBRANLU shall disclose on their website and prospectus information regarding the status of the institution, its affiliation, accreditation status, physical assets and amenities, course-wise sanctioned intake of students, various types of fee payable for different programmes, total fees payable for an entire programme, last date of admission, and any other information about its functioning, necessary for an applicant to make a fully informed choice.
- 2 DBRANLU shall charge fee in advance only for the semester/year in which a student is to engage in academic activities. Collecting advance fee for the entire programme of study or for more than one semester/year in which a student is enrolled is strictly prohibited.
- 3 If a student chooses to withdraw from the programme of study in which he/she is enrolled, the institution concerned shall follow the above said **Five-Tier System** for the refund of fees remitted by the student.
- \*4 In case of (1) in the table above, the DBRANLU shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.
- 5 Fees shall be refunded by DBRANLU to an eligible student within one month from the date of receiving a written application from him/her in this regard.
- 6 Any student may approach the DBRANLU Grievance Redressal Committee for any grievance in this regard for which all efforts will be made to resolve the grievance within a period of 30 days of receiving the appeal from the student. The DBRANLU, Grievance Redressal Committee shall consist of a Professor, an Associate Professor and three Assistant Professors to be nominated by the Vice-Chancellor.
- 7 Last date of applying for admission is 16<sup>th</sup> August 2019. No application beyond the deadline date would be entertained.