



ASSAM SKILL UNIVERSITY

Mangaldol, District: Darrang, Assam, PIN-784125

Guwahati Office : 3rd Floor, DECT Office Complex, Rehabari, Guwahati-781008

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Ref:- ASU/Fees Refund/2024/65/23

Dated- 04/02/2025

NOTIFICATION

Refund Policy of Assam Skill University

Based on the guidelines circulated vide Letter D.O. No.F.2-71/2022(CPP-II) (C-114546) dated 12th June, 2024, UGC (MHRD, Govt. of India)

Notwithstanding anything contained in any guidelines/prospectus/notification/schedule, a full refund of fees shall be made by Assam Skill University on account of all cancellation of admissions/migration of students up to 30th September and with a deduction of ₹1000 as a processing fee, up to 31st October.

For any admission schedule extending/commencing beyond/after 31st October, 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):

| Category | Percentage of Refund of fees | Point of time when notice of withdrawal of admission is received by the University |
|----------|------------------------------|---|
| (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% | 15days of 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) | 0% | More than 30 days after formally notified last date of admission |

This policy will remain in force for subsequent academic sessions until the issuance of a revised policy.

This has been issued with due approval of competent authority.


Registrar
Assam Skill University

Memo No: ASU/Fees Refund/2024/65/ 23-A

Dated- 04/02/2025

Copy to:

1. The Academic Head, Assam Skill University for information and necessary action.
2. Rupankar Sharma, Programme cum System Analyst, Assam Skill University for uploading in the official website of ASU.
3. P.S to V.C., ASU for kind information of Hon'ble Vice-Chancellor, Assam Skill University.
4. Notice Board


Registrar
Assam Skill University