

K J Somaiya Institute of Management Refund and Cancellation Rules for MBA 2021-23 as per UGC Notification October 2018.

As per the schedule of Merit Round 1

Cancellation Rules:

- The request for cancellation of admission can be done only through the candidate's somaiya myaccount portal. A automated verification mail will be sent on the candidates registered email or a call will be given on the candidate's registered mobile id from the number **022-6728-3277/3292**.
- The fee paid will be refunded into the account from which it has been paid within **15 working days**. If fees are paid from different accounts the candidate will have to specify the account in which candidate wants the fee refund and upload a cancelled cheque of the said account in myaccount portal.
- If admission cancelled to a particular programme then the candidate will lose wait listing in other programmes and will be out of K J Somaiya Institute of Management admission process.

SR. No	Percentage of Refund of fees	Point of time when notice of withdrawal of admission is received from notified last date of admission	Merit Round 1
a		Merit round announcement	1 st April 2021
b		1st Installment to confirm Admission	On or before 5th April 2021
c		Last date of Admission	30th April 2021
d		Last Date for final installment	31 st May 2021
1	*	15 days or more before the formally-notified last date of admission	14th April 2021
2	90%	Less than 15 days before formally-notified last date of admission	15th April 2021 to 30th April 2021
3	80%	15 days or less after the formally-notified last date of admission	01st May 2021 to 15th May 2021
4	50%	30 days or less, but more than 15 days after formally-notified last date of admission	16th May 2021 to 31st May 2021
5	00%	More than 30 days after formally-notified last date of admission	01st June 2021 onwards

NOTE:

*5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

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

***Fees shall be refunded to an eligible student within 15 working days from the date of receiving a online cancellation request, email confirmation from the registered email from the student in this regard.

**Director
K J Somaiya Institute of Management**