

Fee Refund Policy

Srinivasa Institute of Management Studies (SIMS)

Academic Year 2025–2026

In compliance with the UGC (Redressal of Grievances of Students) Regulations, 2023, Srinivasa Institute of Management Studies (SIMS) considers requests for cancellation of admission or withdrawal from a program only when the request is submitted according to the guidelines mentioned below.

If a student chooses to withdraw from the program in which he/she is enrolled, the refund of the paid fees will be processed as per the following UGC guidelines.

1. Refund for Admission Cancellation

Notwithstanding anything contained in any guidelines, prospectus, notifications, or admission schedules:

- A full refund of fees will be made by Srinivasa Institute of Management Studies (SIMS) for cancellations or migrations of students up to 30 September 2025, with a maximum deduction of ₹1,000 as a processing fee, provided the withdrawal request is submitted up to 31 October 2025.

2. Refund Policy for Admissions Extending Beyond 31 October

For admission schedules extending or commencing beyond 31 October 2025, the provisions contained in the UGC Notification on Refund of Fees and Non-Retention of Original Certificates (October 2018) shall apply as follows:

Percentage of Refund	Point of Time When Notice of Withdrawal is Submitted
100% Refund	15 days or more before the formally notified last date of admission
90% Refund	Less than 15 days before the formally notified last date of admission
80% Refund	Within 15 days after the formally notified last date of admission
50% Refund	Between 15 to 30 days after the formally notified last date of admission
0% Refund	More than 30 days after the formally notified last date of admission



3. General Conditions

- Refund requests must be submitted in writing to the college administration.
- The date of submission of the written request will be considered for calculating the refund eligibility.
- Refunds will be processed after verification of admission records and approval from the competent authority.
- The institute will not retain original certificates of students under any circumstances.

4. Compliance

Srinivasa Institute of Management Studies (SIMS) strictly follows the UGC guidelines regarding fee refund and student grievance redressal.



V. Vaidyanath

Principal

Principal

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