

GOVT. OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA :::: GUWAHATI-19.

No. PC/HE/Misc/110/2021/63

Dated Kahilipara the 06-03-2023.

From : Sri Dharma Kanta Mili, ACS.
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To, ✓
1. The Registrar, All State Universities of Assam.
2. The Principal, All Govt./Provincialised/ Govt. Model College/PDUAM etc.

Sub: Regarding Fee refund policy 2022-23 of UGC.

Ref :- 1. Secretary, UGC D.O. No.2-71/2022 (CPP-II) dated 2nd August, 2022 and
D.O. No.2-71/2022 (CPP-II) dated 1st November, 2022.
2. Govt. letter No. Ecf No.246438/3 dated Dispur the 17-12-2022.

Sir,

With reference to the subject cited above, I have the honour to enclose herewith the copies of letters of the Secretary, UGC, Bahadur Shah Zafar Marg, New Delhi vide under reference 1 above and Govt. in the Higher Education Department, Assam letter under reference 2 above regarding Fee refund policy 2022-23 and request you to take necessary measures to comply the instruction of the UGC at the earliest.

Yours faithfully,


Director of Higher Education Assam,
Kahilipara, Guwahati-19

Memo No. PC/HE/Misc/110/2021/63-A

Dated Kahilipara the 06-03-2023.

Copy to :-

1. Prof. Rajnish Jain, Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi, 110002 for kind information.
2. The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Ghy-6 for information.

✓
Director of Higher Education Assam,
Kahilipara, Guwahati-19

1/90793/2022

(10)

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR, GUWAHATI-6

Ecf No.246438/3

Dated Dispur, the 17th December, 2022

From : Smti. Kabita Deka, ACS
 Additional Secretary to the Govt. of Assam
 Higher Education Department.

To : The Director of Higher Education, Assam
 Kahilipara, Guwahati-19.

Sub : Regarding Fee Refund policy 2022-23 of UGC

P (C) Branch
 2.1.2023

Sir,

In inviting a reference to the subject cited above, I am directed to enclose herewith the copy of Letter No. D.O.No.2-71/2022(CPP-II) dated 01/11/2022, received from Prof. Rajnish Jain, Secretary, University Grants Commission, New Delhi, which is self-explanatory, and request you to examine the matter as per existing rules and take necessary action from your end.



Yours faithfully,

Signed by Kabita Deka

Date: 17-12-2022 13:47:42
 Additional Secretary to the Govt. of Assam
 Higher Education Department.

Dated Dispur, the 17th December, 2022

Memo Ecf No.246438/3-A

Copy to :

1. Prof. Rajnish Jain, Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002 for kind information
2. P.S. to Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-06 for kind information.

By order etc.

Additional Secretary to the Govt. of Assam
 Higher Education Department.

MB
 3/1/23

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 04/01/23



ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

Minister
Education, TA (P), I & TFC (L & M)
Dispur, Assam

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

*Imp, HE
Our HE I
need to comply
Ranjish*

*Add. Secy
10/11/22
1st November, 2022*

D.O.No.2-71/2022(CPP-II)

Respected Madam/Sir,

The Commission has received references in the form of RTI applications/ complaints/ public grievances/ court cases regarding non-refund fees by some universities/institutions violating the UGC Guidelines / Notifications. The Commission has taken a serious view of such complaints.

It is reiterated that the UGC letter dated 02.08.2022 (**Annexure**) is to be mandatorily adhered to in letter and spirit. Any institution/ university found to be violating the guidelines and refusing to refund the fee by giving its interpretation of the Guidelines / Notifications shall be liable for punitive actions as notified in clause 5 of the UGC Notification regarding the refund of fees and non-retention of original certificate issued in October 2018 (https://www.ugc.ac.in/pdfnews/5437737_UGC-Notice-reg-Fees-refund-Eng.pdf) as reproduced below:

*P. Gogoi
10/11/22*

1. withdrawal of declaration of fitness to receive grants under Section 12B of the UGC Act, 1956;
2. withholding any grant allocated to the HEI;
3. declaring the HEI ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
4. informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission about the non-compliance by the HEI concerned;
5. recommend to the affiliating university for withdrawal of affiliation, in case of a college/institute;
6. recommend to the Central Government for withdrawal of declaration as Institution deemed to be a university, in case of an institution deemed to be a university;
7. recommend to the appropriate State Government for appropriate necessary action in case of a university is established or incorporated under a State Act;
8. taking such other action within its powers as the Commission may deem fit.

You are again requested to ensure compliance with the UGC directions regarding the refund of fees and return of the original document to the students.

With kind regards,

(Rajnish Jain)

The Vice-Chancellors of all Universities
The Principals of all Colleges/Institutes

Encl: As stated above

Dy. No. 3760
Dated. 9/11/22
ECF No.
Office of the Minister,
Education, TA (P), I & TFC (L & M)
Dispur, Assam



भारत सरकार
श्री. राजीव जैन
सचिव

Prof. Rajnish Jain
Secretary

D.O.No.2-71/2022(CPP-II)

2nd August, 2022

Respected Madam/Sir,
Subject: Fee refund policy 2022-2023

As you are aware that the University Grants Commission has issued the UGC guidelines on examination and academic calendar in view of the Covid-19 pandemic on 16th July, 2021, wherein UGC has stipulated the provision of refund of fees on account of all cancellations of admissions/ migrations of students during the academic session 2021-2022. Also, UGC on 12th July, 2022 has requested the higher educational institutions to fix the last date of their under graduate admission process after declaration of result of class XII by CBSE so as to provide sufficient time to such students for admission in under graduate courses. Also, it may be noted that several entrance examinations including CUET, JEE Main, JEE Advance etc. have been delayed, due to which admissions may continue up to October, 2022.

In view above, and in order to avoid financial hardships being faced by parents, it has been decided by UGC that full refund of fees should be made by the higher educational institutions on account of all cancellations of admissions/ migrations of students up to October 31, 2022 for the academic session 2022-2023 as a special case. It is made clear that the entire fee, including all charges, should be refunded (i.e., there should be zero cancellation charges), on account of cancellations/ migrations up to October 31, 2022. Thereafter, on cancellation/ withdrawal of admissions up to December 31, 2022, the entire fee collected from a student should be refunded in full after deducting not more than Rs.1000/- as processing fee.

All the Higher Educational Institutions are requested to ensure the compliance of the UGC directions in respect of refund of fee in view of COVID-19 Pandemic related factors.

With kind regards,

Yours sincerely,

(Rajnish Jain)

The Vice-Chancellors of all universities / institutes
The Principals/Directors of all colleges / institutes

विश्वविद्यालय अकादमि आयोग
University Grants Commission
(विश्व विद्यालय, भारत सरकार)
(Ministry of Education, Govt. of India)
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