

# SONA DEVI UNIVERSITY

Ghatsila, Jamshedpur, East Singhbhum,  
Jharkhand-832303

(Established under Government of Jharkhand Act No. 05, 2023 and Approved under  
section 2 (f) of UGC Act, 1956)

## REFUND POLICY

Dear Student,

Kindly note the following in case of refund/ cancellation of admission of the tuition/academic / Semester fee against the admission under any academic course in Sona Devi University (SDU), Ghatsila, Jamshedpur, East Singhbhum.

1. Registration Fee is non-refundable.
2. In case of withdrawal / cancellation of admission for any reason whatsoever under SDU, no refund will be applicable after 30 days from the date of admission.
3. If application for withdrawal / cancellation of admission for any reason whatsoever under SDU is made with 30 days addressed to the Registrar, Sona Devi University (SDU), Ghatsila, Jamshedpur, East Singhbhum, along with the duly attested money receipt, the finance committee, of SDU shall take appropriate action in due course of time (within 90 days from the date of submission of the refund letter) as per refund policy of Sona Devi University, The refund shall be made in the same name and manner, the mode of payment will be through RTGS/NEFT from which the payment to University was made:
  - Name of the Account Holder:
  - Name of the Bank :
  - Bank Branch Address :
  - IFSC Code :
  - Type of Account & Account No. :
4. The refund in case of withdrawal / cancellation of admission for any reason whatsoever under SDU, shall be initiated as per the SDU refund policy :

Category	Point of time of withdrawal Notice	Percentage of Refund of tuition/ academic/Semester fee only
One	0-15 days from the date of admission	100%
Two	16-30 days from the date of admission	50%
Three	More than 30 days	0%

- I hereby, declare that I have read, understood and agreed upon the above mentioned information and the Sona Devi University shall not be held responsible in any manner for any delay or for any reason whatsoever under any circumstances.

Signature of the Applicant :  
Name of the Applicant :  
Address :  
Phone Number :  
Aadhar :  
Email :

Office