

Fee Refund Policy for Post Graduate Programme for the Batch of 2023-25

❖ Before the Program Registration:

1. A candidate who paid the offer-acceptance fee but wants to withdraw, will be permitted to do so, if his/her request is received by the Admissions Office by the stipulated date mentioned in the Admission Offer letter. The fee received is paid back to the candidate after deducting Rs 1000/- towards administrative charges.
2. A candidate wanting to withdraw from the admission process after the stipulated date mentioned in the Admission Offer letter but before the program registration date, would be permitted to do so and the refund process will be subject to the planned intake of the respective batch, as follows:
 - a. If the number of candidates who accepted the Admission Offer exceeds the planned intake, the refund would be processed on a 'first-come, first-serve' basis.
 - b. No refund requests will be entertained if the number of candidates accepted for admission is less than or equal to the planned intake for the year.

❖ On or after the Program Registration:

3. If the number of registered students is equal to or less than the planned intake, no refund requests will be entertained, as it will result in a vacant seat.
4. If a candidate wants to withdraw from the program on or after the program registration date, the refund process will be considered only if there are more registered candidates than the planned intake. The conditions for the refund request are as follows:
 - If the refund request is received after 30 days from registration in the program (including the date of registration), the entire amount paid by the candidate will be forfeited. *For example, if the registration date is June 24, 2023, then a candidate will **not** be eligible for any refund, if his/her request is received after July 23, 2023.*
 - If the withdrawal request is received on or before the 30th day from the registration date (including the date of registration), the fee amount paid will be refunded after deducting Rs. 1000/- towards administrative charges; and also deducting other charges such as program-fee and mess-fee on a pro-rata basis. *For example, if the registration date is June 24, 2023, then a candidate is eligible for refund, as applicable, if his/her request is received on or before July 23, 2023.*
 - Eligible requests for refund will be processed on a 'first come, first-serve' basis.

Notes:

- (1) IIM Visakhapatnam does not normally take admissions after the program registration date.
- (2) IIM Visakhapatnam is not responsible for delays in the receipt of requests for withdrawal/refund, for any reason whatsoever.
