

IMPORTANT DATES FOR STUDENTS REGISTERING FOR SUMMER SCHOOL 2018 AND CORRELATING THE SAME WITH REFUND OF FEES (Only Fees Paying Students)

Sr. No.	Timeframe	Final Dates	Deduction in Rs. & Important Criteria	Tick the applicable slot
1	After the registration of the course and before the course finalization date	1 st Feb. – 25 th Feb. 2018	1000/-	
2	Within 3 days of allocation of course	Till 27 th , 28 th Feb. & 1 st March 2018	1000/-	
3	After the 3 days of allocation of the course and before commencement of the course	2 nd March 2018 - start of the respective course allocated	25% of fees paid will get deducted if allocated course is to be conducted on campus or in and around Ahmedabad.	
			50% of fees paid will get deducted if allocated course is to be conducted off campus /Travel based course.	
4	After the commencement of course (within 3 days of commencement)	Within First 3 days after the course has commenced	50% of fees paid will get deducted if the allocated course is on campus or in and around Ahmedabad.	
			No fees of fees paid will get deducted if the allocated course is off campus /Travel based course.	
5	Less Allocation of Credits	NA	NA	
6	Cancellation of course due to any natural calamity such as heavy rains, flood, earthquake, landslide etc.	NA	1000/-	

PERSONAL DETAILS			
Name of the Applicant:			
Roll No:		Mobile No:	
E Mail Id:		Amount Paid	
WS17 Course name & Code Enrolled/Applied for:		Credits of the course:	
Reason for refund:			

BANK DETAILS (Account must be in the name of the applicant applying for Refund)													
Name of Account Holder:													
Name of Bank & Branch Address:													
Account Type													
IFSC / NEFT Code													
Account Number													

VERY IMPORTANT INSTRUCTIONS:

- Refer the refund policy (Students Handbook – Page 4 & 5) before applying for refund.
- The date on which the online form is submitted and the scanned copy of pay slip (student copy) is uploaded will be counted as the final submission date of refund form. Refund process will be initiated once applicant submits the hardcopy of both Refund form and payslip at Summer Winter Office within 2 working days.
- Account must be in the name of the applicant applying for refund. IFSC Code and NEFT/MICR code as mentioned in your passbook/cheque book.

I hereby declare that I have read the SWS Refund policy and I agree to it.

Signature of Student

Date: