

IMT Ghaziabad
Refund Policy- Admissions
2017

IMT Ghaziabad follows the refund policy as announced by AICTE, which is as follows:

PGDM (Full-Time), PGDM (Finance), PGDM (Marketing) and PGDM-DCP

The candidate, who has been provisionally admitted, may request for refund of fee by submitting a written application to the Admissions Office at IMT Ghaziabad. Application must contain the IMT Application No, name of the candidate, course name opted with name of campus and application must be signed by the candidate.

Request(s) sent to any office other than the admission office at IMT Ghaziabad will not be considered. The cut-off date for refund for all IMT Ghaziabad 2 year PGDM programs i.e. PGDM (Full-Time), PGDM (Finance), PGDM (Marketing) and PGDM (DCP) is Monday, June 05, 2017. The refund of fee, as applicable, shall be made in due course i.e. within 4 weeks of **cut-off date (June 05, 2017)**. Refund shall be made after deduction of the cancellation charges as shown below:

SITUATION	REFUND
On request received before the date of start of the academic session & seat could be filled by the institute before the cut-off date (5 June 2017)	Entire Fee less by Rs. 1000/- * In case of DCP Program - AED 100/- *(plus visa processing fee wherever applicable)
On request received on/after the beginning of academic session & seat could be filled by the Institute before the cut-off date (5 June 2017)	Entire Fee less the Seat Cancellation Charges on Pro-rata basis **
On request received before / after the start of the academic session & seat could not be filled by the Institute.	No Refund (except security deposit)

NOTE:

- The Foundation module is part of the Academic Curriculum of IMT Ghaziabad for ALL programs and hence is compulsory for all students to attend.

- IMT Ghaziabad Academic Session for 2 yr PGDM programs starts on 06 June 2017. This is applicable for all 2 year programs of IMT Ghaziabad namely PGDM (Full- Time), PGDM (Marketing), PGDM (Finance), PGDM (DCP).

- *Entire Amount of Security / Caution Money Deposit will be refunded to the candidate.
- ** For Calculation of the Cancellation Charges on the pro-rata basis, one month shall be treated as one unit e.g. if the candidate cancels admission on third day i.e. within one month after the start of academic session & the seat is filled before the cut-off date then cancellation charges on pro-rata basis will be the higher amount of (Entire Fee)/12 or Rs. 1000/-.
- In case of DCP students, since Visa Process takes minimum one month time, an amount of AED 3000 towards expenses of Visa, if incurred by the Institute, will be deducted.