(College Code - 02040)
किरनलता सिंह महाविद्यालय
प्रो0 राजेन्द्र सिंह (रज्जू भय्या) विश्वविद्यालय, प्रयागराज, उ0प्र0 से सम्बद्ध
(पूर्ववर्ती : इलाहाबाद राज्य विश्वविद्यालय, इलाहाबाद)

Fees Refund Policy

If any student, after being admitted to the college, decides not to continue their studies due to any personal or other reason, then as per the University Grants Commission (UGC), New Delhi, the Fees Refund Policy for the session 2025-26 will be strictly followed.
The process of fee refund will be done as per the guidelines detailed below :

Category	Percentage of Refund of Fees	Point o Time when Notice Withdrawal of Admission is Received in the HEI
(1)	100%	15 days or more before the formally notified last date of admission
(2)	90%	Less than 15 days before the formally notified last date of admission
(3)	80%	15 days or less after the formally notified last date of admission
(4)	50%	30 days or less, but more than 15 days after formally notified last date of admission
(5)	0%	More than 30 days after formally notified last date of admission

To apply for a fee refund, students must submit an application along with the following documents:
1. Original fee receipt of the deposited amount
2. A written application stating the reason for withdrawal, duly signed by the student and guardian (with mobile numbers)
3. Admission cancellation letter
4. Canceled cheque with bank account number and IFSC code

Note: After document verification, the fee refund will be processed within the prescribed time period as per UGC guidelines.

A copy is forwarded to the concerned for necessary action:
1. Heads of Departments and teaching staff.
2. The Accounts Department
3. Hon'ble Management Committee.
4. Notice Board.

(Principal)