

# Hostel Refund Policy

## 1. Admission Confirmation

Admission to the hostel will be confirmed only after payment of the prescribed **hostel fee and caution deposit**.

## 2. Caution Deposit

- A **caution deposit of ₹15,000** is collected at the time of admission.
- **₹10,000 is non-refundable** as administrative and maintenance charges.
- **₹5,000 is refundable** at the time of vacating the hostel, subject to:
  - No damage to hostel property
  - Clearance of all dues
  - Completion of the official checkout process

## 3. Refund on Cancellation Before Occupancy

If a student cancels the hostel admission **before occupying the room**, the following conditions apply:

- The caution deposit will be deducted.

## 4. Refund After Occupying the Hostel

- Hostel fees paid for the **academic year are generally non-refundable**.
- If a student chooses to vacate the hostel during the academic year, they must **settle the full hostel accommodation charges for the entire academic year** as per the agreement.

## 5. Damages and Deductions

Any damages to hostel property or other dues will be **deducted from the refundable deposit amount**.

## 6. Refund Processing

Approved refunds will be processed within 90days **working days** from the date of cancellation request and transferred to the **parent's bank account** as per the details provided.

## **7. Management Decision**

All refund requests are subject to review and approval by the **hostel management**, and the management's decision will be considered final.