



Phone : 044-2639 0041 / 2630 0982

JAYA ENGINEERING COLLEGE

(An ISO 9001 : 2000 CERTIFIED INSTITUTION)

(Approved by AICTE and Affiliated to Anna University)



C.T.H. Road, Prakash Nagar, Thiruninravur (Near Avadi), Chennai - 602 024,
Tamil Nadu, INDIA. E-mail : info@jec.ac.in Website : www.jec.ac.in

Date: 11.06.2026

FEES REFUND POLICY

The Jaya Engineering College Fee Refund Policy for freshers is based on UGC Guidelines.

Refund Policy:

- Any student admitted to any of the programmes offered by the College may apply for a refund at the time of discontinue from his /her studies at any time or middle during the academic year of admission or later.
- Application form for refund must be made in the prescribed format duly signed by the student and the parent.
- Application for refund may be made either by applying along with the duly filled and signed prescribed format in person by the student or his/her authorized representative.

Refund Procedure:

The refund money will be transferred to the bank account as per the cancelled cheque leaf submitted at the time of counseling /admission or discontinued in the middle.

The refund of money will be affected only by RTGS/NEFT.

The paperwork for refund will be initiated ONLY on the date of receipt of the following documents:

- All copy of receipts towards the payment of tuition fees
- Counseling Call Letter
- Provisional Allotment Letter(PAL)
- Cheque leaf (cancelled) of the bank to which the transfer of money is to be enclosed along with the application.
- Money will not be refunded to the business accounts. The money will be refunded after receipt of parent or student account details (cancelled cheque leaf) along with concerned letter by the student or parent.

Jaya Engineering College will not be responsible for the change / misrepresentation of account information as received and confirmed by the student/ authorized representative of the student.

If all documents for refund are received from the parent or student the money will be refunded after scrutiny of accounts section within 30 days of time.

Kindly note that it is the sole responsibility of the candidate to submit all required documents for the timely processing of the refund.

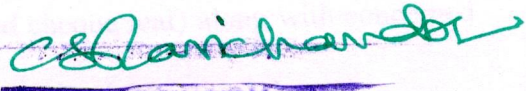
REFUND OF FEES TIMELINES

Category	Percentage of Refund of fees*	Point of time when notice of 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

Note:

- The last date of admission for the academic year shall be notified by the university or as per UGC notification.
- Incase of (1) in the table above, the College shall deduct an amount of Rs. 1 0,000/-as admission fees.
- Fees shall be refunded by the College to an eligible student within thirty working days from the date of receiving a written application from him/her in this regard.
- No interest shall be payable on the refund of any fees




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