



Directorate of ODL and Online Studies Guru Nanak Dev University, Amritsar

(Established Under State Legislature Act No. 21 of 1969)

"University with Potential with Excellence" & "Category-I University" recognized by UGC

Annexure-F

Updated Refund Policy for ODL & Online Courses w.e.f. Session Jan-2026 and Onwards

The Directorate of ODL and Online Studies had adopted the new refund policy as per UGC letter no. D.O. No. F.2-71/2022(CPP-II) (C-114546) dt. 12th June 2024 for the courses under Directorate of ODL and Online Studies from session 2025-26 and onwards. As Directorate of ODL and Online Studies does admission in both July and Jan Session, there was not clarity about the refund applicable to both the session. Therefore, it is proposed that that the same refund policy would be applicable to the both admission session i.e. January and July Batch.

It is also proposed that if any course does not commence from the January 2026 session due to administrative reasons or non-fulfilment of the minimum required number of students, the 100% fee deposited by the student, including Registration Fee and any other one-time fee, shall be refunded as per university rules. However, if a student does not wish to claim the refund, the admission may be shifted to the next available session. Upon approval of the deferment request, 100% of the fees paid by the student shall be adjusted against the fee requirement of the next admission session. This policy shall be applicable to both ODL and Online Courses w.e.f. from January 2026 session and shall continue to apply to all future sessions.

Refund of fees reproduced below for ready reference:

S.No	Percentage of Refund	Point of Time when Notice of Withdrawal is Received
1	100%	In the event that the Course does not commence due to insufficient enrollment or for any other reason as determined by the University.
2	100%	15 days or more before the formally notified last date of admission.
3	90%	Less than 15 days before the formally notified last date of admission.
4	80%	15 days or less after the formally notified last date of admission.
5	50%	30 days or less, but more than 15 days, after the last date.
6	0%	More than 30 days after the formally notified last date of admission.

[Handwritten signatures in blue ink]