

**IMPORTANT DATES FOR STUDENTS REGISTERING FOR WINTER SCHOOL 2018 AND CORRELATING THE SAME WITH REFUND OF FEES (Only Fees Paying Students)**

Sr. No.	Timeframe	Final Dates	Deduction in Rs. & Important Criteria	Tick the applicable slot
1	After the registration of the course and before the course finalization date	<b>23<sup>rd</sup> August – 14<sup>th</sup> Sept. 2018</b>	1000/-	
2	Within 3 days of allocation of course	Within 72 hours from the Course allocation.	1000/-	
3	After the 3 days of allocation of the course and before commencement of the course	After 72 hours of course allocation.	75% fees refunded if allocated course is to be conducted on campus or in and around Ahmedabad	
			50% of fees will be refunded if allocated course is to be conducted off campus - Travel based course (Within India / Outside India)	
5	Less Allocation of Credits	<b>NA</b>	NA	
6	Cancellation of course due to any natural calamity such as heavy rains, flood, earthquake, landslide etc.	<b>NA</b>	1000/-	

<b>PERSONAL DETAILS</b>			
Name of the Applicant:			
Roll No:		Mobile No:	
E Mail Id:		Amount Paid	
WS17 Course name & Code Enrolled/Applied for:		Credits of the course:	
Reason for refund:			

<b>BANK DETAILS</b> (Account must be in the name of the applicant applying for Refund)													
Name of Account Holder:													
Name of Bank & Branch Address:													
Account Type													
IFSC / NEFT Code													
Account Number													

**VERY IMPORTANT INSTRUCTIONS:**

- Refer the refund policy (Students Handbook – Page 5 & 6) before applying for refund.
- The date on which the online form is submitted and the scanned copy of pay slip (student copy) is uploaded will be counted as the final submission date of refund form. Refund process will be initiated once applicant submits the hardcopy of both Refund form and payslip at Summer Winter Office within 2 working days.
- Account must be in the name of the applicant applying for refund. IFSC Code and NEFT/MICR code as mentioned in your passbook/cheque book.

**I hereby declare that I have read the SWS Refund policy and I agree to it.**

**Signature of Student**

**Date:**