

FEE REFUND POLICY of IIRS

(A) Long-term Courses (M.Tech/ M.Sc./ PGD/ PGD-GI)

If a student chooses to withdraw from the programme of study in which he/she is enrolled, following five-tier system for the refund of fees remitted by the student is recommended.

S.No.	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received by IIRS
(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)	Nil	More than 30 days after formally-notified last date of admission

* Annual fee of IIRS

Note:

1. In case of (1) ** in the table above, IIRS shall deduct an amount of 5% of annual fee subject to maximum of Rs.5000/-
2. In case of M.Tech. programme, the University Fee shall not be refunded once the list of admitted students/fee has been sent/remitted to the University(currently Andhra University) by IIRS.
3. In case of M.Sc. & PG Diploma programme in Geoinformatics under the IIRS-ITC JEP, ITC fee will be refunded as per fee policy of ITC/University of Twente, The Netherlands.

(B) Short-term Courses up to 02 weeks duration

If a student/trainee chooses to withdraw from the course the tuition fee will be forfeited.

(C) Short-term Courses of more than 02 weeks and up to 12 weeks

S.No.	Percentage of refund of fees*	Point of time when notice of withdrawal of admission is received by IIRS
(1)	50%	15 days or more before the formally-notified date of commencement of course
(2)	NIL	Less than 15 days before the formally-notified date of commencement of course or after the commencement of course

*Tuition fee component charged by IIRS

Note: The above table will not be applicable for customized courses designed as per the user demand/requirement, and will be dealt separately on case to case basis.

(D) Fee Refund in Case of Conversion of Programme of Study

No fee will be refunded in case of switch-over or conversion from one program of study to another (e.g. M.Tech.to PG Diploma, M.Sc. to PG Diploma, etc.).

(E) If the admission of the candidate is cancelled due to false/incorrect Information, or candidate himself/herself withdraws for whatsoever reason, at any point of time before or during the course, the fee refund will be governed by the rules mentioned above.

- By Order