



### **IMT Ghaziabad Refund Policy- Admissions 2018**

IMT Ghaziabad follows the refund policy in accordance to the AICTE refund guidelines applicable to PGDM Institutes, approved by AICTE in India. The refund policy is as follows:

#### **PGDM (Full-Time), PGDM (Finance), PGDM (Marketing) and PGDM (Dual Country Program-DCP)**

The candidate, who has been provisionally admitted, may request for refund of fee by submitting an online application in the candidate portal with the login details given to him/her during the time of Online Application. Application must contain the IMT Application No, name of the candidate, course name opted with name of campus and bank details.\*

**Please note that request(s) sent by any other means apart from the above will not be considered or processed. The cut-off date for refund for all IMT Ghaziabad 2 year PGDM programs i.e. PGDM (Full-Time), PGDM (Finance), PGDM (Marketing) and PGDM (DCP) is Tuesday, June 05, 2018. This cut-off date is also applicable to the Dual Country Program AED amount which is submitted to IMT Dubai. The academic session for all the above programs starts from **Wednesday, June 6, 2018**. The refund of fee, as applicable, shall be made within 4 business weeks of **cut-off date (June 05, 2018)**. Refund shall be made after deduction of the cancellation charges as shown below:**

<b>SITUATION</b>	<b>REFUND</b>
On request received before the date of start of the academic session ( <b>6 June 2018</b> ) & seat could be filled by the institute before the cut-off date ( <b>5 June 2018</b> )	Entire Fee less by Rs. 1000/- ** In case of DCP Program - AED 100/- **
On request received on/after the start of academic session ( <b>6 June 2018</b> ) & seat could be filled by the institute by the <b>cut-off date (5 June 2018)</b>	Entire Fee less the Seat Cancellation Charges on Pro-rata basis ***
On request received on/after the start of the academic session ( <b>6 June 2018</b> ) & seat <b>could not</b> be filled by the Institute.	No Refund (except caution money)

**NOTE:**

- The Foundation module is part of the Academic Curriculum of IMT Ghaziabad for ALL programs (Marketing, Finance, Full Time and DCP) and hence is compulsory for all students to attend.



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- IMT Ghaziabad Academic Session for 2 year PGDM programs starts on **Wednesday, 6 June 2018**. This is applicable for all 2 year programs of IMT Ghaziabad namely PGDM (Full-Time), PGDM (Marketing), PGDM (Finance), and PGDM (DCP).
- \* Providing bank details does not guarantee refund. Refund will only be processed as per above mentioned refund rules and guidelines.
- \* \*Entire Amount of Caution Money Deposit will be refunded to the candidate.
- \*\*\* For Calculation of the Cancellation Charges on the pro-rata basis, one month shall be treated as one unit e.g. if the candidate cancels admission on third day i.e. within one month after the start of academic session & the seat is filled before the cut-off date then cancellation charges on pro-rata basis will be the higher amount of (Entire Fee)/12 or Rs. 1000/-.
- In case of DCP students, since Visa Process takes minimum one month time, an amount of AED 3000 towards expenses of Visa, if incurred by the Institute, will be deducted.