

WITHDRAWAL PROCEDURE

CANCELLATION OF ADMISSION

1. Completed T.C. Application has to be submitted to the school.
2. Transfer Certificate is issued only when all the dues are settled and an NOC is issued by the Accounts Department.
3. TC Charges during mid-session - as per the fees & imprest policy.

REFUND OF FEES

1. The refund of fees as applicable shall be made in due course if applicable.
2. Refund shall be made as per the fees & imprest policy.
3. Security / Caution Deposit amount will be refunded only on producing all the original receipts at the time of admission.

TERMINATION OF ADMISSION

4. Students can be asked to leave the school on the grounds of Indiscipline, irregularity in attendance, defamation of School Property, Non-Payment of School dues, Unsatisfactory Progress in work despite repeated efforts.