

The refunds on account of Institute Fees, Hostel Charges and Mess Charges, to the candidates who withdraw their admissions after the commencement of session, will be governed by the following refund rules:

Application for Refund :-

A candidate who has withdrawn his/her admission and seeks the fee refund is required to apply in writing for refund of fees on the date of withdrawal of admission. Under no circumstances, refund will be made without application for such refunds.

Refund Rules of Institute fees for Under Graduate Students :

- Candidate withdrawing admission from SPA Bhopal and taking admission in other institutes administered by CSAB, the candidate shall be refunded Institute's fee after deduction of ₹ 1000/-, after submission of an application in writing as per CSAB guidelines.
- Candidates withdrawing admission while the process of admission is on may be considered for refund on written request. The refund application will be accepted and refund will be applicable only if the vacant seats can be reported back to CSAB for further admission process. After this only the caution money will be refunded.
- For candidates applying through spot round or any further admission process initiated by CSAB or SPA, Bhopal, the fee refund will not be applicable. Only Caution money will be refunded to the student.

Refund Rules of Institute fees for Post Graduate Students :

- For candidate withdrawing admission from PG programme and requesting for refund of fee in writing before the last date of submission of fee for the respective admission list, Institute fee will be refunded after deduction of ₹ 1000/- as the processing fee.
- For candidate withdrawing admission from PG programme and requesting for refund of fee in writing after the last date of submission of fee or later for the respective admission list, only caution money and one-time chargeable fee will be refunded.

Refund rules for the Hostel Charges: -

- If any candidate withdraws his/her admission and avails even one day of lodging, and boarding facilities of SPA Bhopal Hostel, his/her full month hostel & mess charges shall be deducted. Refund shall be made after deducting proportionate monthly charges.
- If any candidate withdraws his/her admission and discontinues the hostel facility in-between the session, refund shall be given to student after deducting hostel charges for the full semester of his/her stay at the hostel.
- No regular student of SPA Bhopal will be allowed to discontinue hostel facility in the middle of the session.

Note : For fees of FN/NRI/PIO students, please refer our website www.spabhupal.ac.in