



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA
16 MILE SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL
DISTRICT SHIMLA, HIMACHAL PRADESH - 171014
Ph. 0177-2779802, 0177-2779803, Fax-0177-2779802
Website: <http://hpnlu.ac.in>

No. HPNLU-B (15)-92 (R.O.)/2021/-475

Dated: 06-08-2022

HPNLU FEE REFUND POLICY (ACADEMIC SESSION 2022-23)

The Himachal Pradesh National Law University, Shimla, in accordance with the 'UGC Fee Refund Policy 2022-23 notified vide D.O. No. 2-71/2022(CPP-II) dated 2nd August, 2022, has revised the Fee Refund Policy to be applicable for the Academic Session 2022-23 :-

1. In case of written request for withdrawal/Cancellation of admission is received up to October, 31st, 2022, all fee including all charges shall be refunded.
2. In case of written request for withdrawal/Cancellation of admission is received on or after November 1st, 2022 and up to December 31st, 2022 all fee collected from the students shall be refunded after deducting ₹ 1000/- **(Rupees One Thousand Only)** as processing fee.
3. With respect to written request for withdrawal of admission is received on or after January 01st, 2023 :-
 - (i) That the candidate may be allowed to withdrawal of admission his or her admission subject to deposition of annual fee and formal clearance from the University in the prescribed format enclosed herewith.
 - (ii) No migration/No Objection Certificate (NOC) can be issued in such cases, until the applicant submits original transfer certificate of his qualifying examination.
 - (iii) In case written request for withdrawal of admission is received on or after January 1st, 2023 but before the commencement of 2nd semester, the students will be refunded with all refundable securities, the fee deposited for the 2nd semester, and the hostel fee, if no hostel was allotted to such student.

4. Students seeking withdrawal/ cancellation of admission are required to fill the Withdrawal/Cancellation Form enclosed herewith.
5. The above guidelines shall be subject to any further notification issued by the University Grants Commission (UGC), New Delhi.



Registrar
HPNLU, Shimla

Enclosures.

1. **Clearance Form.**
2. **Withdrawal/Cancellation Form.**



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NO DUES CERTIFICATE

PART-I

(To be filled by student in Capital Letters)

Name of Student:

Father's Name:

Enrolment No.:

Course:

Year of Passing:

Result: Pass/Failed/Awaited

Mobile No.:

Email Id:

Refund Details: (Security Amount Deposited):

Bank Account Number:

Name of Bank:

IFSC:

Encl.: (i) Original Identity Card

DECLARATION

I declare that information given above is correct to my knowledge and belief. The Security deposit may be refunded after deducting dues (if any) as indicated below.

Date:

Signature of the Student

PART-II

(To be filled by respective official and Verified by Registrar/HOD/Section Head/ In Charge etc.)

Sr. No.	Items (Strike out if not applicable)	Remarks	Office	In-Charge
1	Accounts Office			
2	Students Welfare			
3	Hostel Accommodation			
4	Library & Computer Lab			
5	Sports Committee			
6	Canteen/Cafeteria (if any)			

Net Amount Refunded: Rs.

(Accounts Office)

Registrar
HPNLU, Shimla



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ADMISSION WITHDRAWAL/CANCELLATION FORM
Academic Session

1. NAME (IN BLOCK LETTERS).....
2. Father's Name.....Mobile No.....
3. Mother's Name.....Mobile No.....
4. Gender: Male ☐ Female ☐ Other ☐
5. E-mail Id.....
6. Postal Address.....
.....
.....
Phone No. with S.T.D. Code.....Mobile.....
7. Name of the Programme Admitted (B.A. LL.B./ B.B.A. LL.B., LL.M.).....
8. Category (Trick Mark the box/s as applicable)
All India General ☐ All India SC ☐ All India ST ☐ SAP/PwD ☐
WSRD ☐ J&K Resident ☐ Wards of J&K Migrants ☐ OBC ☐
EWS ☐ F/SAARC/NRI ☐
9. CLAT Details
(a) CLAT Roll Number.....CLAT Score.....
(b) ALL India Rank.....Category Rank (if any).....
10. Fee Details
Amount Deposited at HPNLU (Rs.).....UTR Number.....Date.....
11. Bank Details for receiving the Refund
Name & No of the Account Holder.....
Account Number.....Bank Name.....
IFSC Code.....Branch Code.....

DECLARATION

I.....hereby declare that information given above is true to the best of my knowledge and belief, and in case of any error of information supplied, I shall take full responsibility.

Place :

Date :

(Signature of Candidate)

Note: Enclose {(i) HPNLU Fee Receipt (ii) CLAT Admit Card and (iii) Cancelled Cheque}.

(FOR OFFICE PURPOSE ONLY)

Verified by the Standing Admission Committee

Recommendation for refund of Fee ₹ _____ (In words _____)

To the applicant.

In case, the applicant is not entitle for refund, provide reason : _____

Name and Signatures of the members :-

1.

4.

2.

5.

3.

Convener
(Name & Signature)

(FOR ACCOUNT OFFICE ONLY)

The Amount Refunded (₹. _____ (In words _____)
_____)

To (Name _____) Dated _____

(Name & Signature of the Account Clerk)

(NOTE : The Account office is required to return this application form, in original, to the Standing Admission Committee after refund of the Fee).