

DIARY NO UET/11/19/2017 DATE 08/12/19



Phone: (051) 9047405, 9047410-11 Fax: (051) 9047420

University of Engineering and Technology Taxila

REGISTRAR'S OFFICE

www.uettaxila.edu.pk

UETT/A&RS-5(51)/1969

Dated: 28.11.2019

NOTIFICATION

NATIONAL LEVEL FEE REFUND POLICY AT HIGHER EDUCATION INSTITUTIONS OF PAKISTAN

The Syndicate in its 51/2019 meeting held on November 09, 2019 vide Item No.27, approved the adoption of HEC Notification No. 10-1/EEC/A&S/2015/6542 dated 07.12.2015 (**Appendix-27A**) to process refund cases related to admission withdrawal for both the Undergraduate and Postgraduate students. The Syndicate further endorsed the processing of already passed bill amounting to Rs. 20,42,813/- dated 14.01.2019 refunded as per HEC Notification No.10-1/ EEC/A&S/2015/6542 dated 07.12.2015.

(ENGR. MANSOOR A. BALUCH)

Registrar

Copy to:

1. The Deputy Registrar (Estab)
2. The Treasurer
3. The Resident Auditor
4. The Assistant Registrar (D&S)
5. The Secretary to the Vice Chancellor
6. PA to the Registrar

Immediate
By Special Messenger

HIGHER EDUCATION COMMISSION

H-9, Islamabad (Pakistan), Phone: (051) 90401600 Fax: (051) 90401602
E-mail: awahmad@hec.gov.pk

No. 10-1/HEC/A&C/2015/6512
December 7, 2015



Subject: National Fee-Refund Policy at Higher Education Institutions of Pakistan: Revised

The Higher Education Commission, Islamabad, circulated the policy/decision regarding National Level Fee Refund Policy vide letter No. 10-1/HEC/A&C/2012/94 dated September 11, 2012 to all universities/HEI's in public and private sector for necessary adoption.

2. Nonetheless, keeping in view the recent changes in fee structure along with complaints received from various students, a Committee comprising Head of Institutions from both Public and Private HEI's was formulated, which revisited the policy in a Meeting held on October 7, 2015 at HE, Islamabad. The Committee unanimously agreed on the following policy.

Revised - National Level Fee-Refund Policy at Higher Education Institutions of Pakistan

%age of Fee*	Timeline** For Semester/Trimester System	Timeline For Annual System
Full (100%) Fee Refund	Up to 7 th day of commencement of classes	Up to 15 th day of commencement of classes
Half (50%) Fee Refund	From 8 th - 15 th day of commencement of classes	From 16 th - 30 th day of commencement of classes
No Fee (0%) Refund	From 16 th day of commencement of classes	From 31 st day of commencement of classes

- I. %age of Fee shall be applicable on all components of fee, except for security and admission charges.
- II. Timeline shall be calculated continuously, covering both weekdays and weekend.

3. We would appreciate your kind and urgent support in confirming the revised National Fee Refund Policy at the earliest convenience, but not later than December 21, 2015, beyond which it would be assumed that the University concurs with the proposed policy.

(Awais Ahmad)
Director General (A&C)

Vice Chancellor/ Rector/ Head of Institute /Director
All Public and Private Sector Universities/DAIs

All concerned
D.A

Thou 21/12/15

RECEIVED

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31