



## MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI

### ADMISSION CANCELLATION/ FEE REFUND POLICY 2022-2023

This policy will be applicable for the new admissions for the Academic Year 2022-23 with respect to **LL.M. (Executive) Programme**.

#### **I. Refund Upon Admission Cancellation**

- a) For the requests received on or before 31<sup>st</sup> December 2022, 100% fee i.e. admission fee shall be given in all cases.
- b) For the requests received between 1<sup>st</sup> January 2023 to 14<sup>th</sup> January 2023, 100% fee i.e. admission fee refund shall be given, however Rs. 1000/- processing charges will be deducted.
- c) For the requests received between 15<sup>th</sup> January 2023 to 31<sup>st</sup> January 2023, 75% fee i.e. admission fee (which was paid by students) refund shall be given.
- d) For the requests received between 1<sup>st</sup> February 2023 to 28<sup>th</sup> February 2023, 50% fee i.e. admission fee (which was paid by students) refund shall be given.
- e) For the requests received after 1<sup>st</sup> March 2023, no fee refund shall be given.

#### **II. Mode of Seeking Refund**

All refund/ cancellation requests must be mandatorily addressed to **The Registrar, MNLU Mumbai** and should be emailed to **llmexec@mnlumumbai.edu.in** the same must also be informed via call to Ms. Rupali Shinde, Jt Course Co-ordinator at 9004261610 between 9:30 AM to 4:30 PM (Monday to Friday).

**The timelines mentioned in para I shall be strictly followed.**

The refund/cancellation request must contain the following details:

- (1.) Name of the Student (2.) Programme of Study (3.) Enrolment No. (4.) Mobile No. (5.) Fee Amount Paid (6.) Transaction ID with the Date of Transaction (attach receipt as well) (7.) Reason for cancellation/ withdrawal (8.) Bank details of Student/Parent (scan copy of cancelled cheque is required) to remit the refund amount

No-dues certificate will be required for withdrawals of admission with clearance from all the departments' viz. Administration, Student Affairs, Library, Hostel, Finance etc. for which the form can be sought from Student Affairs.



*A. Chavan*  
Registrar