



HIGHER EDUCATION COMMISSION

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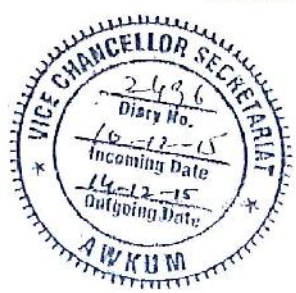
No. 10-1/HEC/A&C/2015/
December 7, 2015

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.

(Signature)
(Awias Ahmad)
Director General (A&C)

IS W/AS + Sakina
Per May
Vice Chancellor/ Rector/ Head of Institute /Director
All Public and Private Sector Universities/DATs

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31-12-15

Perment +
Treasurer D. Mughal p1.

VCAL
11/12

OFFICE OF THE PROVOST

ABDUL WALI KHAN UNIVERSITY MARDAN

Ph & Fax: 0937-843373

Email: Provost@awkum.edu.pk

No. AWKUM/PROVOST/2016/

4505

Dated: 28/7/16.

To

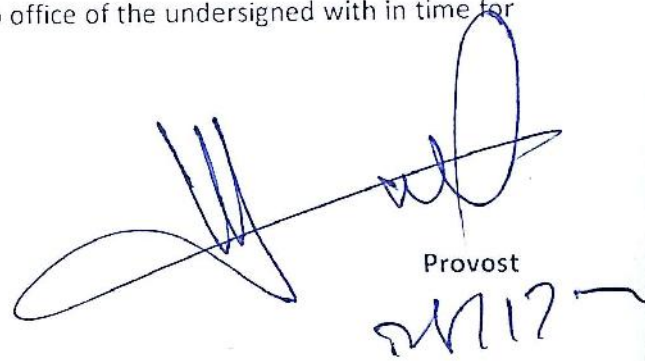
All Coordinators, Principals, HODs
AWKUM.

Subject: HEC REFUND POLICY

The refund policy of Higher Education Commission for BS, Master, MPhil and PhD is attached.

Your good self is requested to strictly follow the said policy and to inform all the newly admitted students that no refund case will be entertained after the requisite time as mentioned in the policy.

Your good self is requested to send all refund cases to office of the undersigned with in time for further necessary action.


Provost
28/7/16

Copy to:-

1. PS to Vice Chancellor
2. PA to Registrar
3. All Deans
4. Treasurer
5. All Concerned