

## **Annexure – A**

### **AFFIDAVIT BY THE STUDENT ON RS. 100/- STAMP PAPER AS PER PROVISIONS RELATING TO ADMISSION, ACADEMIC DISCIPLINE AND OTHER RELATED MATTER INCLUDING REFUND OF FEES AS PER AICTE GUIDELINES**

I,

\_\_\_\_\_ s/o / d/o \_\_\_\_\_ having been admitted to MET's Institute of Computer Science Mumbai Campus (PGDM e-Business Programme) and having qualified to enter the institute on my own will hereby solemnly state and undertake as follow:

1. I shall abide by the rules and regulations of admissions and continuation in above mentioned course as laid down on page 24 of the PGDM (e-Business) prospectus for the 2019-21 batch.
2. I am aware that the tuition fees for the 1<sup>st</sup> year is to be paid on or before commencement of the course and refund of fees after cancellation of admissions secured through merit rounds, if any will be done by the institute as per the Refund Policy laid by AICTE (New Delhi) which is reproduced below:

#### **Refund Policy – Reference AICTE - Approval process handbook 2019 - 20**

The candidates cancelling their confirmed admissions will be entitled to receive the refund of fees according to following policy, laid down by AICTE, New Delhi.

#### **No security deposit is charged in our fee structure.**

**7.13.1** In the event of a student withdrawing before the start of the Course, the entire fee collected from the student, after a deduction of the processing fee of not more than ₹1000/- (Rupees One Thousand only) shall be refunded by the Institution. It would not be permissible for Institutions to retain the School/ Institution Leaving Certificates in original.

**7.13.2** In case, if a student leaves after joining the Course and if the vacated seat is consequently filled by another student by the last date of admission, the Institution must refund the fee collected after a deduction of the processing fee of not more than ₹1000/- (Rupees One Thousand only) and proportionate deductions of monthly fees and hostel rent, where applicable.

**7.13.3** The last date for withdrawal of PGDM admission for the purpose of refund of fees shall be 30th June of every year.

**7.13.4** In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.

**7.13.5** The Institution should not demand fee for the subsequent years from the students cancelling.

I, hereby declare and affirm that in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

**Signature of Student** \_\_\_\_\_

If, found to be untrue, the admission of my ward is liable to be cancelled

**Signature of Parents** \_\_\_\_\_

Declaration this day \_\_\_\_\_ of month \_\_\_\_\_ of year Name  
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