

## **Cancellation & Refund Policy:**

Candidates must read and understand the rules pertaining to payment and refund of fees, before seeking admission to any course. No disputes regarding refunds will be entertained once the fees are paid.

1. **During verification of the certificates at the time of registration, if any candidate is found to be non-eligible for the admitted course, Confirmation fee and the first installment and Taxes (as per rule 1-IV&V) will not be refunded.** The candidate needs to verify the documents within 15 days of course commencement.
2. Candidates desiring to withdraw their admission during any stage of the admission process (i.e. before the date of commencement of the course) may do so by writing a letter or mail to the admission team of Cambridge Convent School

Opposite Mahapragya Samadhi Sthal , Jaipur road, Sardarshahar (Churu)

Students desiring to withdraw their admission after the commencement of the course may do so but fee will not be refunded in any circumstances once it is deposited.

**If a student wants to withdraw from a course/ program after the commencement date of the course/ program than no fee will be refunded.**

**Important Note:** In case a candidate is found to be non-eligible or not following any rules and regulation specified by the institution in the Students Guidelines and Students declaration form during any stage of the admission process or course delivery, his/her admission will stand cancelled with immediate effect and he/she will be subjected to the penalty clauses stated above.

**In all matters concerning admissions, the decision of Cambridge Convent School of Business shall be final and binding on all the candidates. With regard to the interpretation of the provisions of any matter not covered in this Admission Booklet, the decision of Cambridge Convent School of Business shall be final and binding on all the parties concerned.**

**If a student wants to withdraw after the course commencement date than no fee will be refunded.**

Refund guidelines in case of non-performance and disciplinary actions

No fee will be refunded in following cases:

- Case of non-performance
- Attendance below specified level
- If candidate is expelled in case of some discipline issue
- In case a candidate is found to be non-eligible or not following any rules and regulation specified by the institution in the Students Guidelines and Students declaration form during any stage of the admission process or course delivery, his/her admission will stand cancelled.
- If student's admission is cancelled or he/she is terminated based on any ground.

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