

Central University of Jharkhand

(A Central University established by an Act of Parliament of India, 2009)
Brambe, Ranchi – 835 205.

OFFICE OF THE DEAN, STUDENTS' WELFARE

NOTICE

Notice No: CUJ/DSW/R.R./2017/

Date: 19.09.2017

It is hereby notified for all the students of the Central University of Jharkhand that the Refund Rules for the Hostel and Mess has been approved by the Competent Authority and refund should be made accordingly.

The Refund Rules are given below:

1. Mess fee and Hostel fee should be deposited at the starting of each semester except for those students who are depositing by loan, they can deposit yearly.
2. Students gone to Academic Assignments like field work , internship, dissertation, educational trip for a minimum of continuous including (weekend/ holiday) seven day or more, refund of Mess fee (only 80%) may be considered subject to prior submission of official letters or application duly forwarded by Head/Coordinator of the Centre, Supervisor , Mess Manager to the warden office.
3. On medical grounds, if a student is sick for a minimum 7 days period, refund can be considered subject to submission of Medical Certificate duly verified by M.O. CUJ to the Administrative Warden. A written intimation should be given by students to their respective Warden and Mess Manager. Refund claim needs to be verified by Admin. Warden certifying that He/She has not stayed during that period in Hostel followed by a certification of non availing the food by Mess Manager.
4. In case of any family Emergency of minimum 15 days, Refund of Mess fee can be considered (only 80%). During that time, students should not stay in the hostel and due written intimation given to the concerned mess manager and Hostel warden is mandatory.
5. If any student withdrawn his/her admission in between the semester, only Mess fee (80%) for the remaining period will be refunded.
6. Remaining 20% of the Mess Fee will be paid to concerned vendor running the mess if number of enrolled students is less then stipulated number.

This issue with the approval of the Vice Chancellor.

Dean Students' Welfare
[Handwritten Signature]
19/09/17

Copy to:

1. PS₁ to Vice Chancellor
2. PS to Pro VC
3. PS to Registrar
4. System Analyst for uploading in the website
5. Notice Board