



A J INSTITUTE OF MANAGEMENT

A Unit of Laxmi Memorial Education Trust (R)

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Re-Accredited by NAAC at A

An Advanced Centre for MBA Studies and Research. Affiliated to Mangalore University and Recognised by AICTE

FEES REFUND POLICY

Introduction

This Fees Refund Policy details the terms and conditions under which students can request a refund of the fees paid for MBA admissions at A.J. Institute of Management.

Refund Eligibility

Refund will be granted based on the following conditions:

- 100% - 15 days or more before the formally notified last date of admission
- 90% - Less than 15 days before the formally notified last date of admission
- 80% - 15 days or less after the formally notified last date of admission
- 50% - 30 days or less, but more than 15 days after the formally notified last date of admission
- 00% - More than 30 days after formally notified last date of admission / commencement of classes.

Refund Procedure: To apply for a refund, students must:

- a. Submit a written request to the Director of the Institute stating the reason for withdrawal.
- b. Attach supporting documents if required (e.g., medical certificates, admission confirmation from another institution etc.)
- c. Allow up to 30 days for the refund if any to be processed.

Mode of Refund: Cheque Payment.


Dr. T. Jayaprakash Rao

Director

PRINCIPAL / DIRECTOR
A J INSTITUTE OF MANAGEMENT (AJIM)
KOTTARA CHOWKI
MANGALORE - 575 006