



BITS Law School
Refund Policy

August 2024

Introduction

BITS Law School strives to provide students with the highest quality legal education and support them throughout their academic journey. However, we understand that situations may arise whereby students may need to withdraw from the programme they are enrolled in or cancel their admission to BITS Law School.

BITS Law School's Refund Policy governs the 'Withdrawal and Refund of Fees' to any student of the School and adheres to the guidelines stated in the University Grants Commission (UGC) Notification on Refund of Fees and Non-Retention of Original Certificates of October 2018.

Important Dates

Date of Registration – July 24, 2024

Procedure for Seeking Withdrawal and a Refund

1. Any student admitted to the programmes offered by BITS Law School may apply for cancellation of their admission and/or for withdrawal from the programme at any time during the academic year of admission or later
2. To apply for a refund, students must formally email their request for withdrawal and a refund to 'adcomm@bitslawschool.edu.in'. Students must include their name, registered email ID, programme of admission, and application number in all communications regarding withdrawals and refund
3. The initial request for withdrawal and refund must be formally emailed to 'adcomm@bitslawschool.edu.in' by no later than 5:00 PM on the last deadline of each tier as clarified in the table below, to be considered for and processed within that tier
4. Any grievance regarding refunds under BITS Law School's Refund Policy must be emailed to 'finance@bitslawschool.edu.in'

Terms of the Refund Policy

Below are the refund details on the withdrawal of admission by the student:

S.No	Withdrawal Notice Period	Effective Dates*	Refund of Security Deposit	Refund of One-Time Admission Fee**	Refund of Y1 Tuition Fee	Refund of Residence Fee
1	If a student withdraws anytime before the given date	On or before July 18, 2024	100%	100%	100%	100%
2	If a student withdraws one week before the start of orientation	July 19, 2024 - July 25, 2024	100%	80%	80%	100%
3	If a student withdraws during orientation week or the first week of classes	July 26, 2024 – August 8, 2024	100%	50%	50%	Prorated deduction on number of days lived in residence
4	If a student withdraws one week after classes commence	On or after August 9, 2024	100%	0%	0%	Prorated deduction on number of days lived in residence

**Date by which the student must notify the BITS Law School Admissions Team of their withdrawal.*

*** The One-time Admissions Fee is adjusted within the Y1 Fee for the students*

1. Withdrawal of admission is before July 18, 2024:

If a student withdraws their admission on or before July 18, 2024, the student will receive a refund of the entire Security Deposit of INR 20,000, a 100% refund of the Y1 fees paid

2. Withdrawal of admission within one week before the start of the Orientation:

If a student withdraws their admission between July 19, 2024, and July 25, 2024, the student will receive a refund of the entire Security Deposit of INR 20,000 and an 80% refund of the Y1 fees paid

3. Withdrawal of admission during Orientation or the first week of classes:

If a student withdraws their admission between July 26, 2024, to August 8, 2024, the student will receive a refund of the entire Security Deposit of INR 20,000 and a 50% refund of the Y1 fees paid

4. **Withdrawal of admission is one week after classes commence:**

If a student withdraws their admission on or after August 9, 2024, the student will receive a refund of the entire Security Deposit of INR 20,000. The student will not receive a refund of the Y1 fees paid

Note:

1. The above details are based on the amount(s) deposited by the student within the payment deadlines of BITS Law School
2. The refund amount will differ for students based on the amount of financial aid granted to them
3. In case the admission of a student is withdrawn on account of disciplinary violations of any kind, no refund of fees is permissible. The student will only be refunded the Security Deposit paid
4. In case the admission of a student is withdrawn on account of ineligibility, falsified information, false documents, or incorrect information detected at any stage, no refund of fees will be permissible. The student will only be refunded the Security Deposit paid
5. BITS Law School reserves the right to change, modify, add, or remove portions of the Refund Policy at any time by posting the amended policy. Students are advised to check the policy periodically for changes

Disclaimer:

Once a refund request is processed, the student will neither have a claim over a seat in BITS Law School's degree programme(s) nor over any other benefits offered by the School.