Government of Goa

**DIRECTORATE OF HIGHER EDUCATION**

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**CIRCULAR**

**Subject: Compliance with UGC Guidelines for Fee Refund in the Context of NEET Admissions – Academic Year 2025–26.**

All **Government, Aided, and Unaided Colleges** under the administrative purview of the **Directorate of Higher Education (DHE), Goa**, are hereby directed to take note of the ongoing **NEET admission process**, which is currently underway for the academic year 2025–26.

In consideration of overlapping admission rounds and the need to provide flexibility to students, **all the colleges are instructed to continue following the UGC fee refund policy as per the previous year's circular 2024-25, until further notice.** This measure is to ensure that students are not adversely affected while choosing their preferred academic programs.

**Refund Policy to be Followed (As per Previous UGC Circular):**

1. **Full Refund of Fees (with ₹1000 deduction as processing charges):**
   - All students who **cancel their admission or migrate** to other institutions **on or before 30th September 2025** shall be eligible for a **100% refund of fees**, excluding a **processing fee of ₹1000**.
   - This applies irrespective of any earlier prospectus guidelines, notifications, or college-specific policies.
2. **Refund with ₹1000 Deduction Up to 31st October 2025:**
   - Students cancelling their admission between **1st October and 31st October 2025** shall also be eligible for a refund **after deducting ₹1000 as processing charges**.
3. **Beyond 31st October 2025:**
   - Colleges shall apply refund policy as per the guidelines issued by Goa University previous years, provided it is in accordance with UGC regulations.

**Student Grievance Redressal Compliance:**

Colleges are also reminded of the provisions under the **UGC (Redressal of Grievances of Students) Regulations, 2023**, which clearly state that:

*"Delay in or denial of the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines issued by the commission from time to time," shall be considered a valid student grievance.*

Non-compliance with these directives may result in necessary action as deemed appropriate by the Directorate and/or the affiliating university.

**Instructions for Implementation:**

- All colleges are directed to prominently display this refund policy on their **websites and admission portals**.
- Students must be clearly informed about the refund timelines and processing deductions during the admission process.

**(Bhushan Savoikar)**
Director of Higher Education

Copy to,

1. All Government Colleges & Aided Colleges.