



Government of Goa

DIRECTORATE OF HIGHER EDUCATION

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File No. DHE/AIMC/ADMSN/2025-2026/4412

Date: 04/08/2025

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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.